

## Chapter 20 Answers

**20.05. RESIDENTIAL LAND USE DISTRICTS** NA, not residential.

**20.10. COMMERCIAL LAND USE DISTRICTS** NA, not commercial

**20.15. EMPLOYMENT / INDUSTRIAL LAND USE DISTRICTS** NA, not employment/industrial

**20.20. MULTIPLE USE LAND USE DISTRICTS** This property is in a Multiple Use District.

**20.20.05. Multiple Use Areas.** Applies to this property.

**20.20.10. Purpose.** Purpose **#4** applies: OI-WS Washington Square Regional Center. This property is approximately one half mile from a WES train station.

**20.20.15. Site Development Standards.** OI-WS standards listed:

**A. Parcel Area:**

- 1. Minimum:** None
- 2. Maximum:** None

**B. Residential Density** NA

**C. Floor Area Ratio (FAR):** Not a DRBCP or PUD. Existing non-conforming.

Buildable area is 96620 square feet (97575 SF lot - 955 SF floodplain), multiplied by requirement #1 below of 0.40 = 38648 SF. Existing building is 32975 SF.

- 1. Minimum:** 0.40
- 2.** NA
- 3. Maximum:** None
- 4.** NA

**D. Lot Dimensions:**

- 1. Minimum Width:** None
- 2. Minimum Depth:** None

**E. Yard Setbacks:**

- 1. Front Minimum:** 10, existing compliant
- 2. Front Maximum:** NA, not on Major Pedestrian Route
- 3. Front Maximum:** Not On Major Pedestrian Route: Without Ground Floor  
Residential: 10, existing compliant
- 4. Side Minimum:** 10, existing compliant
- 5. Side Maximum:** None
- 6. Rear Minimum:** None
- 7. Minimum Side or Rear Yards Abutting Property Zoned Residential:**  
75, with superscript to footnote 9 which states: '75 feet if abutting a residentially developed property, otherwise 20 feet.' Footnote 9 makes this property existing compliant. The building is situated on the lot at an angle, making both the side and back yards abut the western boundary of the

property which is also the boundary between our OI-WS zone and an R7 zone. The shortest setback, measured from the SW corner of the building to the property line, is 32.4', which meets the 20' setback requirement found in footnote 9. We qualify for the 20' setback because the R7 zone that abuts our property is not residentially developed. Because of the existence of Fanno Creek and the Fanno Creek Trail, this property is also not reasonably likely to have future residential development. In addition, there are no plans to alter or expand the exterior of this building so the setbacks will not change.

**F. Building Height:**

**1. Minimum:** Existing compliant.

**2. Maximum:** 60. Existing compliant. Building is 28' tall.

**G. Maximum Height:** NA, standards for Wireless Communication Facilities.

**H. Yard Setbacks:** NA, standards for Wireless Communication Facilities.

**20.20.20 Land Uses.**

We are applying to change this property's category and specific use to: Civic #22 Educational, B. Educational Institutions. This use is allowed with conditional use © approval. The noted permitted use with superscript 67 does not apply.

**20.20.25 Use Restrictions.**

NA, no superscript use restrictions for this specific use.

**20.20.30 Other TC-MU and TC-HDR Zoning Requirements.**

NA, not a planned unit development or TC-MU or TC-HDR zone.

**20.20.35 Other SC-E Zoning Requirements**

NA, not an SC-E zone.

**20.20.40. OTHER SC-S ZONING REQUIREMENTS**

NA, not an SC-S zone.

**20.25. DENSITY CALCULATIONS**

**20.25.05. Minimum Residential Density.**

NA, not a residential development.

**20.25.10. Floor Area Ratio**

**A. Floor Area.** Non-residential development, governed by minimum and maximum FAR

**B. Permitted Density.** NA, not governed by floor area density.

**C. Method of Calculating Floor Area Intensity.** Total parcel acreage is 2.24, or 97575 square feet, with 955 square feet in a floodplain, leaving net buildable square feet of 96620, or 2.22 acres.

**D. Multiple Buildings.** NA, not multiple buildings

**E. Planned Unit Development and Design Review Build-Out Concept Plan.** NA, not a PUD or DRBCP.

**20.25.15. Density Allowances.** NA, not residential or PUD

**20.25.20. Supplemental Multiple Use Density Standards.**

**A. Regional Center.** NA, not a regional center.

**B. Town Center.** NA, not Town Center.

## **Chapter 40 Answers**

### **40.03. FACILITIES REVIEW COMMITTEE**

#### **1. All Conditional Use, Design Review Two, Design Review Three, and applicable Land Division applications:**

**A.** This building is large enough to serve our proposed use. Architectural floor plans have been drawn up to show placement of 18 classrooms of 750 square feet or more, one additional full sized classroom to serve as a music/creative arts space, large administration office area, non-commercial cafeteria, large multi-use room that will also serve as a gym, library, multiple office and storage rooms, PTO workroom, and lobby. Exterior space allows for adequate parking (existing), space for student drop off circulation, and a large play area in the rear of the building that is easily shielded from vehicle traffic.

**B.** All essential facilities mentioned in 40.03.1.A will be built prior to our occupation of the building. The one essential facility that will not be built prior to our occupation is an exterior play structure, which will have installation postponed due to budget constraints. Fundraising for the play structure will begin with the 2018-19 school year, with anticipated Installation in 12 to 24 months based on our school's typical fundraising amounts. Without a dollar amount or design known we are opting to submit a separate application for this play structure. In the meantime our school will use equipment that we have been using since our inception, such as portable tetherball, soccer, and multiple indoor PE games.

**C.** The proposed development will be consistent with all applicable provisions of Chapter 20 upon review and approval of the conditional use application. The current zone of OI-WS allows for Educational occupancy as a conditional use in section 20.20.20 of Chapter 20, with this specific use described in the table on page LU-41. We are applying for Civic use #22 Education, B. Educational Institutions, which is Conditional in the OI-WS zone. Answers to applicable Chapter 20 provisions is included with this application in a document titled 'Chapter 20 Answers'.

**D.** Development is existing and complies with most Chapter 60 requirements. Items that don't comply are addressed individually with explanations and proposed solutions, when possible, in their specific areas of the land use application.

**E.** Plans are in place to meet this requirement. Systems that require regular maintenance, such as HVAC, elevator, sprinklers, landscaping, etc. will continue to be monitored by the providers who currently service this building. Repairs will be addressed and paid for out of a repair and maintenance budget. In addition, the purchase of this building is being financed through non-profit bond funding, which requires regular and ongoing facility inspections by the bond holder's facilitator.

**F.** Existing parking lot and sidewalks will be used. A student drop off pattern will be added to the current parking lot that will require cars to enter the lot, pass the main school entry, circle back in a striped turnaround, and return toward the main entry where cars will stop and allow kids out of their cars facing the building. This pattern is illustrated in response to chapter 60.55. Pedestrian circulation will use existing sidewalks and connections, though one more pedestrian connection will be added

from the sidewalk in front of the building to the street side of the parking lot to fully comply with the requirements of chapter 60.05.20

**G.** Existing conforming. Existing parking lot is safely connected to SW Creekside Place, with good visibility, and existing sidewalks that connect Creekside Place to our parking lot, the building, along the parking lot, and in to the building entrances.

**H.** Existing conforming. Two fire hydrants are near the main entry of this building, one on Hall Boulevard and one on Creekside Place. Both were flow tested and that testing report is included with application documents, titled 'Fire Hydrant Flow Test'.

**I.** Existing conforming. This building was built to comply with safety codes at that time during the mid '80s. The facility includes sprinklers, smoke detectors, and alarms that will all be adjusted as needed to serve the new interior spaces of our plans. An existing security system will be revised as needed and activated. All exterior doors will remain locked at all times to prevent exterior access, with main entry doors being controlled remotely from the administration area, similarly to our existing procedure at our current school location. Seismic retrofitting will be performed according to the structural engineering design that has already been completed that will bring this building up to code for the seismic requirements of a school.

**J.** Existing conforming.

**K.** The existing development complies with ADA standards, including ramped sidewalks from the two main entries, and a couple other exit-only doorways, that connect the building to the parking lot and to the street. Some of the sidewalks do not have ramps from the parking lot and therefore are not accessible. The non-accessible sidewalks are connected to doorways that are designated for emergency exit only.

**L.** All required materials are included with this application.

**2. Public Transportation Facility Improvements or Modifications, including Street Vacations.** This section NA, not a public transportation facility improvement or modification. However, several provisions in this section seem to apply and answers are therefore included where applicable.

**A.** The transportation facility, as proposed or modified, conforms to the Transportation System Plan.

**B.** Safe and efficient vehicular and pedestrian circulation patterns within the project boundaries are existing. A vehicle circulation pattern is proposed for student drop off and is described and illustrated in responses to pre-application notes, 'Responses to Pre-Application Notes'. Pedestrian circulation is safe and efficient as existing with the exception of a lack of pedestrian connection between the sidewalk on SW Creekside Place and the building. A connection is planned and described in answer 60.05.20.3.

**C.** As existing, this property transportation areas comply with most of the Chapter 60 provisions. The existing nonconforming lack of pedestrian connection mentioned in answer B above will be modified to be brought up to compliance. There are also some existing nonconforming items that we request to leave as existing and are also described in the attached Chapter 60 answers. Those items are:

- 1) Three sections of parking that exceed 10 contiguous spaces without a landscaped planter island as per 60.05.20.5.A.2.
- 2) Lack of pedestrian connection between Hall Boulevard and the property parking lot as per 60.05.20.3.C.
- 3) Some existing sidewalks do not meet width requirements as per 60.05.20.7.A.

**D.** A repairs and maintenance budget will be built in to our financial package. This purchase and buildout is being funded by a non-profit bond, using OFA (the Oregon Facilities Authority) as a conduit. The requirements of this financing model require that a facilitator routinely inspects or monitors needed repairs and maintenance, including those mentioned here, as well as any other items, interior or exterior, that would affect the security, appearance, code compliance, or value of the property.

**E.** Existing conforming.

**F.** Existing conforming. Jeremy Foster, with TVF&R, visited and walked the property to ensure access and turnaround were adequate. The school's plan for blocking vehicle access to the rear parking lot during the day to allow for safe outdoor student play time was also reviewed at that time.

#### **40.05. ACCESSORY DWELLING UNIT - NA, not an ADU**

**40.10. ADJUSTMENT** - We are submitting one Major Adjustment application seeking to reduce the required number of bicycle parking spaces.

**40.10.05. Purpose.** - Definition.

**40.10.10. Applicability.** This application being made for adjustment to 60.30.10.5.B

**40.10.15. Application.**

**1. Minor Adjustment.** NA, not a minor adjustment.

**2. Major Adjustment.** This applies.

**A. Threshold.** An application for Major Adjustment shall be required when one or more of the following thresholds apply:

1. NA, not Chapter 20
2. NA, does not involve 60.15.10
3. This applies, seeking a major adjustment to 60.30.10.5.B, bicycle parking.
4. NA, not a food cart pod

**B. Procedure Type.** Description.

**C. Approval Criteria.** Description of criteria

**D. Submission Requirements.** Major Adjustment application is included with these land use application documents.

**E. Conditions of Approval.** Description.

**F. Appeal of a Decision.** Description.

**G. Expiration of a Decision.** Description.

**H. Extension of a Decision.** Description.

## 40.15. CONDITIONAL USE

### 40.15.05. Purpose.

**40.15.10. Applicability.** Our proposed usage is Civic 22. Education, B. Educational Institutions, which is a Conditional use in zone OI-WS

**40.15.15. Application.** Our application is **New Conditional Use**, which is #3 below:

1. Minor Modification of a Conditional Use. NA, not a minor modification.
2. Major Modification of a Conditional Use. NA, not a major modification.
3. New Conditional Use. This applies to our application.
  - A. Threshold.** An application for a New Conditional Use shall be required when the following threshold applies:
    1. This threshold applies.
  - B. Procedure Type.** Type 3 procedure, as described in Section 50.45. **C. Approval Criteria.** The following 6 criteria will be observed and complied with for this application:
    1. The proposal satisfies the threshold requirements for a Conditional Use application.
    2. Fees totalling \$4871 submitted with this application.
    3. The proposal will comply with the applicable policies of the Comprehensive Plan. Document titled '**Comprehensive Plan Compliance**', included with application materials, lists applicable policies of the Comprehensive Plan.
    4. Site and existing building accommodate the size, dimensions, configuration, and topography the proposal.
    5. This proposal is compatible with the location as it has easy access to a major road, will not require an adjustment to the size or footprint to accommodate our use, and will have minimum impact on the surrounding properties as it shares only one side with the closest building. These claims are explained in greater detail in chapter answers included with this application.
    6. Required documents and supporting materials are included with this application.
  - D.** The conditional use application is being submitted by Arco Iris School, who is not the owner, but is authorized by the owner as indicated on the application. The application is being submitted with all required documents and supporting information related to the post pre-application notes.
  - E.** Conditions of Approval.
  - F.** Appeal of a Decision.
  - G.** Expiration of a Decision.
  - H.** Extension of a Decision.
4. Planned Unit Development. NA, not a planned unit development.
5. Modification of a Nonconforming Use. NA, not a nonconforming use.

## 40.20. DESIGN REVIEW

#### **40.20.05. Purpose.**

#### **40.20.10. Applicability.**

1. Scope of Design Review. Minimal exterior changes proposed for this project, as reflected in the Design Review Compliance Letter.
2. Approval required per 40.20.10.C below:
  - A. NA, not an R10, R7, or R5 zone
  - B. NA, not an R4, R2, or R1 zone.
  - C. This condition applies, our use is Conditional in a Multiple Use zone.
  - D. NA, existing development, no site grading planned.
3. NA, Design Review approval is required.
4. Design review approval through one of the procedures noted in Section 40.20.15.
  - A. This standard applies, building constructed prior to December 15, 2004, in the mid 1980s, and therefore not subject to Design Review Standards. Tenant improvements not due to damage or destruction and are planned primarily for the interior of the building.
    1. NA, no structural damage or destruction.
    2. NA, no structural damage or destruction.
  - B. NA, no new free-standing building proposed.
  - C. NA, no building exterior or site redevelopment is proposed.
5. Existing Conforming. Not a new development, though the FAR for this property is 0.33, which meets the minimum requirement of 0.30 minimum FAR.

#### **40.20.15. Application.** This application is a Design Review Compliance Letter.

##### **1. Design Review Compliance Letter.**

##### **A. Threshold. Per pre-application notes this application addresses threshold "1.g" below:**

1. Minor design changes to existing building or site including, but not limited to:
  - a. NA
  - b. NA
  - c. The existing loading dock roll-up door will be replaced with glass double doors and sidelight. The existing opening will not be altered in size.
  - d. NA
  - e. NA
  - f. NA
  - g. Modification of off-street parking to allow for student drop off plan will reduce the number of parking spaces by 6, but will not increase the paved area.
  - h. No fencing is planned for the property other than using a fence material as a garbage enclosure where none currently

exists. The garbage enclosure area is minimally visible from the adjacent street.

**i. NA**

**j. NA**

**k. NA**

**l. NA**

**2. NA**, no additions proposed.

**3. NA**, no additions proposed.

**4. NA**, no new construction of non-habitable buildings.

**5. NA**, no community gardens proposed. Construction of new Community Gardens or additions to existing Community Gardens.

[ORD 4659; June 2015]

**B. Procedure Type.** Description of procedure.

**C. Approval Criteria.** Description of approval criteria. Criteria defined in this section is being observed and addressed when and where appropriate.

**D. Submission Requirements.** A Design Review Compliance Letter is included with application materials, titled '**Design Review Compliance Letter**'.

**E. Conditions of Approval.** Description.

**F. Appeal of a Decision.** Description.

**G. Expiration of a Decision.** Description.

**H. Extension of a Decision.** Description.

**2. Design Review Two.** NA, this application is a 40.20.15.1 Design Review Compliance Letter.

**3. Design Review Three.** NA, this application is a 40.20.15.1 Design Review Compliance Letter.

#### **40.25. DIRECTOR'S INTERPRETATION**

**40.25.05. Purpose.** NA at this time, will address if further interpretation is determined to be required.

#### **40.30. FLEXIBLE AND ZERO YARD SETBACKS**

**40.30.05. Purpose.** Definition of purpose

**40.30.10. Applicability.** Description.

**40.30.15. Application.** NA, not applying for a flexible yard setback.

**40.32. FOOD CART PODS** NA, not a food cart pod.

**40.35. HISTORIC REVIEW** NA, not a historic property.

**40.40. HOME OCCUPATION** NA, not a home business.

**40.45. LAND DIVISION AND RECONFIGURATION** NA, no division or reconfiguration planned.

**40.47. LEGAL LOT DETERMINATION** NA, determination exists.

**40.50. LOADING DETERMINATION**

**40.50.05. Purpose.** This Section is carried out by the approval criteria listed herein.

**40.50.10. Applicability.** No off-street loading, or modification of dimensions of the 1 existing loading bay, is being requested. One existing off-street loading bay will no longer be usable once tenant improvements for this project are made. Plans include leaving loading bay door in place, to be used as open-air connection between multi-use room (gym) and outdoor play space. A small deck is proposed to bridge the distance between loading bay and ground.

**40.50.15. Application.**

**1. Loading Determination.**

**A. Threshold.** Item #2 below applies per pre-application notes, loading determination application is included with these application materials.

1. NA

2. This threshold applies. Loading Determination Application to meet this requirement is attached.

3. NA

**B. Procedure Type.**

**C. Approval Criteria.**

**D. Submission Requirements.**

**E. Conditions of Approval.**

**F. Appeal of Decision.**

**G. Expiration of a Decision.**

**H. Extension of a Decision.**

**40.55. PARKING DETERMINATION** As per pre-application note #4 an analysis by the school was performed and the determination was made that an additional 35 parking spaces is needed to accommodate all potential extra activities during the day. This analysis is written in the document titled "Responses to Pre-application Notes" included with this application. Required minimum parking spaces, plus additional spaces needed according to this analysis is a total that is met by the existing parking spaces of this property.

**40.57. PUBLIC TRANSPORTATION FACILITY** NA, not a transportation facility.

**40.58. SIDEWALK DESIGN MODIFICATION** NA, no modification to sidewalk design proposed.

**40.60. SIGN** This section NA per 40.60.10.2, stating signs that meet criteria identified in 60.40 are exempt from permit and regulation. Section 60.40.15.2 applies. A permitted sign for a retail tenant exists on this property along Hall Boulevard. Current plan is to replace current lettering for the retail business on the sign and replace with the name of the school, and otherwise not alter the sign in any other way. No other signage is planned at this time. Photo of existing sign:



**40.65. SOLAR ACCESS NA**

**40.75. STREET VACATION NA**

**40.80. TEMPORARY USE NA**

**40.85. TEXT AMENDMENT NA**

**40.90. TREE PLAN NA**, no tree removal needed or planned.

**40.93. TUALATIN HILLS PARK AND RECREATION DISTRICT ANNEXATION WAIVER NA**

**40.95. VARIANCE NA**, no variance needs identified.

**40.96. WIRELESS FACILITY NA**

**40.97. ZONING MAP AMENDMENT NA**

## CHAPTER 60 - SPECIAL REQUIREMENTS

### 60.05. DESIGN REVIEW DESIGN PRINCIPLES, STANDARDS AND GUIDELINES

#### 60.05.10. Design Principles.

1. **Building Design and Orientation:** Existing building, exterior design not to change.
2. **Multiple Use District Building Orientation and Design:** NA
3. **Circulation and Parking Design:** Existing parking lot not in need of improvements or updates and only planned changes will be in the way of re-stripping certain areas to create student drop off pattern and meet pedestrian connection requirements of section 60.05.20.3. Student drop off circulation and parking addressed in responses to pre-application notes, titled 'Responses to Pre-Application Notes'.
4. **Landscape, Open Space, and Natural Areas Design:** Existing landscaping is healthy and maintained and no changes are planned. This property backs up to a native, non-landscaped area bordering Fanno Creek. We are currently working with THPRD to develop a partnership that will include our older students volunteering time to assist with ongoing creek maintenance and restoration projects.
5. **Lighting Design:** Existing exterior lighting to be used with no changes planned.

#### 60.05.15. Building Design and Orientation Standards.

##### 1. Building articulation and variety.

A. NA, not residential

B. Existing conforming. The building has extensive glazing on all street-facing sides, architectural variety in offset elevation walls, color changes, and all-glass entry bays. The percentage of the total square footage of elevation area is:

1. NA, not residential

2. NA, not a commercial zone.

3. Existing conforming. Street-facing elevations on Creekside Place and Hall Boulevard both exceed 15% articulation. Creekside Place elevation has glazing, color changes, and setback roof:



Hall Boulevard elevation has extensive glazing, two offset glass entry bays, and color changes:



C. The maximum spacing between permanent architectural features shall be no more than:

1. Conforming
2. NA
3. NA

D. NA

**2. Roof forms.**

A. NA, sloped flat roof

B. NA

C. Existing non-conforming. There is a parapet wall that is 5" tall at its shortest and 27" at its tallest. The roof slopes to the back of the building and has a gradually increasing parapet as it approaches the 27" height in the back.

D. NA, no additions.

E. NA

**3. Primary building entrances.**

A. The primary entrance is recessed and covered. That recessed covered area is 115 square feet, measuring 7'7" x 15'2"

**4. Exterior building materials.**

A. NA

B. Existing conforming. Smooth concrete panels with horizontal and vertical offset that is highlighted by varying paint color. Photo example of north side of building:



**C. Conforming**

**5. Roof-mounted equipment.**

**A.** Conforming as per condition #3 (3. Setback from the street-facing elevation such that it is not visible from the public street(s).)

**B.** NA

**C.** None exist

**6. Building location and orientation along streets in Commercial and Multiple Use zones.** NA, not along a Major Pedestrian Route. Not subject to street frontage standard.

**7. Building scale along Major Pedestrian Routes.** NA, not along a Major Pedestrian Route

**8. Ground floor elevations on commercial and multiple use buildings.**

**A. Glazing Requirements:**

**1.** NA, not along a Major Pedestrian Route

**2.** NA, not along a Major Pedestrian Route

**3. This requirement applies.** Front elevation conforming at 75.28%. West elevation non-conforming at 28.48%. East elevation non-conforming at 23.00%. Exception requested for east and west elevations as no changes are planned for either and no reduction in glazing will be performed.

**B.** NA, not on a Major Pedestrian Route

**9. Compact Detached Housing design.** NA, not detached housing design.

**60.05.20. Circulation and Parking Design Standards.**

**1. Connections to the public street system.**

**A.** Creekside Place is the closest street to the primary entrance and a paved connection is existing between the parking lot and sidewalk along Creekside. A connection across the parking lot from the ramped sidewalk of the primary building entrance to the paved connector will be cut in to the asphalt with a contrasting material and striped to comply with this standard. This connection illustrated in submitted plans.

**2. Loading areas, solid waste facilities and similar improvements.**

**A.** Existing waste storage and recycling bin storage located behind the building and primarily out of view from the street, but is not screened. Plans include leaving the waste storage and recycling bin in the same area, where a storm drain already exists, and installing screening.

**B.** Existing conforming. The loading dock door located at the back of the building is not visible from the street and will be getting replaced with glass doors. A loading berth will be added at the rear of the building that will not be visible from any street.

**C.** Waste storage and recycling bin are our only items existing or in use needing screening. Full screening to comply with the standard is planned per item #3, solid wood fence.

**D.** NA, no chain link fencing is in place or planned.

**E.** NA, no loading activities occur with the operations of our school. Existing loading dock opening will be replaced with glass doors and loading berth will not be visible from any street.

### **3. Pedestrian circulation.**

**A.** A pedestrian connection will be installed using a differentiated paving material, to be determined during contractor bid process, in the parking lot to connect main entry of building to paved sidewalk connection to Creekside Place.

**B.** Existing compliant. Large entry area made up of brick pavers is connected to the parking lot with paving stone sidewalk. The parking lot along the building side has continual paved sidewalks that connect to the parking lot in several places. The closest street sidewalk to the building entry is on Creekside Place, which is connected to the parking lot with a paved connector through a lawn area.

**C.** Existing non-conforming with explanation. This building has street frontage along Hall Boulevard that exceeds 300', with parking along this frontage consisting only one aisle with parking spaces along both sides. The building and parking area are lower than Hall Boulevard and its sidewalk, with a lawn-covered narrow berm sloping up toward Hall from the parking lot and therefore topography makes a pedestrian connection here impractical. The sidewalk along Hall Boulevard connects to Creekside Place where there is a paved pedestrian connector from the sidewalk to our parking lot, close to the main entry. No parking lot connector exists between the Creekside Place sidewalk connector and the main entry sidewalk and a painted connector is planned across the parking lot at that location.

**D.** Existing partially compliant. Curbs exist throughout perimeter of parking lot, along with peninsulas that border paved ramps connecting sidewalks to parking lot. To be brought up to full compliance a connector will be cut in to the asphalt of the parking lot with a contrasting material from the main entry sidewalk to the Creekside Place paved sidewalk connector.

**E.** Existing nonconforming. As mentioned in D above, a pedestrian connector will be installed across the vehicular access aisle closest to the building's main entry to connect building sidewalk to Creekside Place sidewalk connector. This connection will be installed using a differentiated paving material, to be determined during contractor bid process.

**F.** Majority compliant, exception requested for noncompliant sections. Paved pedestrian connection between Creekside Place and parking lot for this building is 5'0" wide and is level with the asphalt of the parking lot and ADA accessible. The pedestrian walkway it connects to at the building has an ADA ramp but is 4'6"

wide. All other pedestrian walkways on site are 5'0" wide or greater. All are indicated on site plan.

**4. Street frontages and parking areas.**

**A. Surface parking areas abutting a public street shall provide perimeter parking lot landscaping which meets one of the following standards:**

1. Planting strip exists between parking lot and both Hall Blvd and Creekside place and complies to this standard. Landscaping of planting strip is primarily trees, with some shrubs below 36" height, and lawn. Trees in planting strip are primarily mature, with two young trees that each measure over 2 ½ inch caliper and are still staked. Trees along Hall blvd in planting strip are spaced more than 30' apart but there are also trees planted every 30 feet in the sidewalk that immediately abuts the planting strip. One area is nonconforming, at the western end of the property line, where a 48' span exists between trees. A new tree of at least 2 ½ inch caliper, complying with section V of the City's Tree Planting & Maintenance Policy will be planted to correct the 48' span.

2. NA

**5. Parking area landscaping.**

**A. Landscaped planter islands shall be required according to the following:**

1. NA, not residential

2. Existing nonconforming. Parking lot has peninsulas throughout that break up contiguous parking spaces in all areas except two - there is one section of 11 contiguous spaces and another section of 23 contiguous spaces without peninsulas. Both sections of nonconforming parking spaces abut landscaping with trees, shrubs, and lawn.

3. NA

4. NA

B. Existing conforming. This parking lot has peninsulas rather than islands, all curbed, and all with trees, including peninsulas with pole-mounted lighting.

C. Existing conforming. The two main entries of this building are connected to the parking lot by linear raised sidewalks, both meeting notes 1 through 5 of this requirement.

D. Existing trees in peninsulas are mature and healthy and there are no plans to remove any for replanting. The existing landscaping was permitted as part of the new construction in the 80's.

**6. Off-Street parking frontages in Multiple Use zones.**

A. Existing nonconforming, majority of our parking spaces are located adjacent to public streets.

1. NA, not a Major Pedestrian Route

2. NA, not a Major Pedestrian Route

3. NA, not a residential project

**7. Sidewalks along streets and primary building elevations in Commercial and Multiple Use zones.**

**A. Conforming with sidewalk requirement, nonconforming with sidewalk width.** A uniform sidewalk in good and safe condition exists along Hall Boulevard and Creekside Place. Both sidewalks connect to each other at the corner and both are 8' wide not meeting the 10' minimum requirement. In addition, both have only 4'6" of unobstructed path due to the street tree plantings contained within the sidewalk along both streets. An exception from the 10' width is requested on the grounds that the Creekside Place sidewalk continues along the entire run of this street at the same width, meeting ADA requirements at every intersection and cut, as does the sidewalk along Hall Boulevard, which continues at 8' wide in front of the adjoining properties on either side of this property, as well as across the Fanno Creek pedestrian crossing that is directly connected. Photo below is example of street tree placement in sidewalk along Hall Boulevard, taken from a position in front of this property and looking NW where the sidewalk crosses Fanno Creek and continues along Hall.



**B. Conforming on sidewalk requirement, non-conforming on sidewalk width.** Building elevation facing Hall Boulevard has two primary entrances, though we will use only one, and does not have multiple tenants or display windows. The primary entry sidewalk is 10'2" wide at the entry, then falls to 7' 8<sup>3</sup>/<sub>4</sub>" wide for the connector to the parking lot sidewalk, which is 5' wide. The sidewalk that connects the two entries is 5'11" wide. The primary entry sidewalk is adjacent to the parking area and conforms with the raised curb separation standard.

**C. NA, not a residential development**

**8. Connect on-site buildings, parking, and other improvements with identifiable streets and drive aisles in Residential, Commercial, and Multiple Use zones.**

**A. Condition #3 is met in this case, as this parking lot drive aisle provides direct access to perpendicular parking stalls.**

**B. NA, not a private street, common green, or shared court.**

9. NA, not a parking structure

**60.05.25. Landscape, Open Space, and Natural Areas Design Standards.**

1. NA, not a residential development
2. NA, not a residential development
3. NA, not a residential development
4. NA, not attached or compact detached
5. This property is non-residential, this section applies.

**A. A minimum portion of the total gross lot area shall be landscaped:**

1. NA, not these zones
2. Existing conforming. Landscaped area is 24,846 square feet, or 25% of the property.
3. NA, this property meets the minimum landscaping requirement without considering environmentally sensitive areas.

**B. The following minimum planting requirements for required landscaped areas shall be complied with. These requirements shall be used to calculate the total number of trees and shrubs to be included within the required landscape area:**

1. This lot is 98,504 square feet. A 10% landscaping requirement is 9850 square feet, requiring 13 trees. Our tree count is 7 mature evergreen and 24 deciduous. Of those 24, two deciduous trees are juvenile but both 3" caliper. In addition, 16 of the deciduous trees are located in the Hall Boulevard sidewalk. There are trees along the back and west side of this property bordering Fanno Creek that are too numerous to count and not included in the above number.
2. Based on 9850 square feet of landscaping requirement our shrub count is 25. Existing shrubs total 82, including a variety of mature shrubs of 48" or higher, and smaller mature shrubs between 24" and 36". As with the trees, there are numerous native shrubs and grasses not included in this count that are growing along Fanno Creek on the back and west side of this property.
3. Existing conforming. Lawn covers all areas not planted with trees and shrubs, with the exception of some natural area along the west property line along Fanno Creek.

C. NA, no plaza is existing or planned

D. NA, substantial number of windows exist on the ground floor.

**6. Common Greens.** NA, no common greens

**7. Shared Courts.** NA, not a shared court area

**8. Retaining walls.** NA, no retaining walls on this parcel

**9. Fences and walls.** NA, no fences or walls exist or are planned

**10. Minimize significant changes to existing on-site surface contours at residential property lines.** NA, no changes surface contours or any grading or landscaping is planned.

**11. Integrate water quality, quantity, or both facilities.** NA

**12. Natural areas.** This parcel partially borders Fanno Creek. No encroachments or changes of any kind are planned. We have communicated with THPRD about long-term partnering with their efforts in stream maintenance and restoration in the area.

**13. Landscape buffering and screening. All new development and redevelopment in the City subject to Design Review shall comply with the landscape buffering requirements of Table 60.05-2.** Table 60.05-2 requires 20'/B3/CU: 20' met by current width of Fanno Creek greenspace, which varies but is at least 50' wide along this property, B3 is NA because the buffer is Fanno Creek, and CU is being addressed by this application. **For purposes of this Section, a landscape buffer is required along the side and rear of properties between different zoning district designations.** This property sits in the OI-WS zone and borders an R7 zone, triggering this requirement. Existing conditions on side and back of this building meet this requirement, but by way of non-landscaped creek frontage rather than landscaping. Also, the A-4 note below applies.

**A. Applicability of buffer standards:**

1. NA
2. NA
3. NA
4. This property is buffered by Fanno Creek along the west side that borders an R7 zone.
5. NA

**B.** NA, buffer is existing Fanno Creek

**C.** NA, buffer is existing Fanno Creek

**D.** NA, buffer is existing Fanno Creek

**E.** NA, buffer is existing Fanno Creek, to be left at existing width

**F.** NA, buffer is existing Fanno Creek

**G.** NA, no plazas exist in buffer

**14. Community Gardens.** NA, no community garden in place or planned

**60.05.30. Lighting Design Standards.**

**1. Adequate on-site lighting and minimal glare on adjoining properties.**

**A.** Existing conforming to the best of our knowledge. Lighting was installed when this property was built in the mid-1980s that complied with code at that time.

Original documentation on type of lighting is unavailable. All is functional and provides adequate lighting without glare.

**B.** Existing conforming. Street pole lights and bollards are installed in and around the parking area and on sidewalks that connect the parking area to the building.

**C.** NA, no pedestrian plazas exist or are planned.

**D.** Conforming. Both main entries are entirely glass with interior lighting serving the entry. There are also 3 bollards outside the main entry, 2 outside the secondary entry, and single light fixtures above all other exit doors.

**E.** Existing conforming

**2. Pedestrian-scale on-site lighting.**

**A. Pole-mounted Luminaires shall comply with the City's Technical Lighting Standards, and shall not exceed a maximum of:**

1. Existing conforming. Pedestrian path lighting is by way of bollards that are 3'6" high.
2. NA, not a residential district.
3. Existing conforming. Pole mounted lights installed within the parking area are 23'6" tall.
4. NA, not a parking structure
5. Standard observed.
6. NA, not a parking structure.
7. Existing conforming. All poles and bollards are painted a non-reflective matte dark brown color.

**B.** Existing conforming to the best of our knowledge. Bollards installed according to code at the time of construction in the mid 1980s.

**C.** Existing conforming, bollards are 3'6" tall.

#### **60.05.35. Building Design and Orientation Guidelines.**

**1. Building articulation and variety.** Two photos included to help to illustrate our answers to this section



**A.** NA, not residential

**B.** Existing conforming. Building is visible within 200 feet of adjacent public streets. Articulation and variety achieved through multiple reveals between 7 and 20 feet, projected entry elements, recessed windows, contrasting color to define the base, sloped glazing, projecting and set back building forms, and upper story setback. Changes in material types meets 30% requirement for buildings in multiple use zones.

**C.** Existing conforming. The front elevation of this building has extensive glazing and two main entries that are emphasized with 1.5 story glass vestibules.

**D.** Existing conforming. This building is two stories tall and not dominating for a pedestrian. This also allows the mature trees of Fanno Creek behind and on the side of the building to be visible

**E.** Existing conforming. This building has two street-facing elevations with the main entry facade facing Hall Boulevard and the southeastern facing side facade facing Creekside Place. Answer 60.05.35.B above applies here as well. Creekside Place facade is less articulated than Hall Boulevard facing side, but has a major second

story setback adding interest to the roof line and lowering part of that side below the tops of the trees. There are vertical and horizontal variations and extensive glazing on the street facing side of this building.

F. NA, use is not manufacturing, assembly, fabricating, processing, packing, storage and wholesale and distribution activities and is not in an Industrial zoning district

**2. Roof forms.**

A. NA, roof is flat

B. Existing conforming. Parapet projects up in a straight and modern form with no additional cornice detail.

C. NA, no roof additions planned

**3. Primary building entrances.**

A. Both building entries have existing enclosed glass porticoes. The main entry, which will be the school entry, has 115 square feet of covered space.

B. Existing conforming. Entry is pronounced and made entirely of glass and is visually appealing.

**4. Exterior building materials.**

A. Existing conforming. Walls are painted concrete panel and extensive glazing is installed on both floors, all visible from the street.

B. NA, no exterior masonry

**5. Screening of equipment.** Existing conforming. A parapet wall exists, though screening is primarily accomplished by satisfying Standard 60.05.15.5.A.3 with equipment being set back enough to not be visible. See photo, taken from sidewalk along Hall Boulevard:



**6. Building location and orientation in Commercial and Multiple Use zones.**

A. Existing conforming

1. NA, not on a Class 1 Major Pedestrian Route

2. NA, not on a Class 2 Major Pedestrian Route

**3.** This standard applies, existing conforming. Building is situated at an angle, primarily facing Hall Boulevard. Hall Boulevard parcel length is 402.28' with a building length of 230.0', or 57.17%. Alternatively, including parcel length of 209.14' along Creekside place because of the angled situation brings the total to 611.42'. Adding the building frontage along Creekside Place of 90.0' to the 230.0' is 320.0 frontage, or 52.34%

**4.** NA, not a residential project.

**B.** NA, not on a Major Pedestrian Route

**C.** NA, not on a Major Pedestrian Route

**D.** Existing conforming

**7. Building scale along Major Pedestrian Routes.** NA, not on a Major Pedestrian Route.

**8. Ground floor elevations on commercial and multiple use buildings.**

**A.** Existing conforming, not on a Major Pedestrian Route, with ground floor dominated by windows with the two entries built entirely of glass.

**B.** Existing conforming. The walkway to the main building entry has an all-glass covered portico.

**9. Compact Detached Housing design.** NA

#### **60.05.40. Circulation and Parking Design Guidelines.**

**1. Connections to public street system.** Existing conforming with the exception of one pedestrian connection needed. Hall Boulevard along the front of this building connects safely and efficiently with Creekside Place along the southeastern side of the property. Sidewalks are safe and have ramps at street intersections, a bike lane exists on Hall Boulevard, and sidewalks with ramps exist along front and sides of building. One pedestrian connection is proposed between Creekside Place and the building across the parking lot and will be cut in to the asphalt with a contrasting material to be determined.

**2. Loading area, solid waste facilities, and similar improvements.**

**A.** Nonconforming. An on-site garbage area exists at the southeastern corner of the building without screening and a fence to screen this area is planned as a part of this project.

**B.** Existing conforming. Proposed loading berth area is not visible from the abutting public streets. Existing loading dock will no longer be used and dock opening will be replaced with glass doors and deck will bridge the gap to the ground level.

**3. Pedestrian circulation.**

**A.** Existing conforming with one exception. A pedestrian connection will be added between the sidewalk along Creekside Place and the ramped sidewalk at the building, across the parking lot.

**B.** Existing conforming.

**C.** Existing conforming with one exception. A pedestrian connection will be added between the sidewalk along Creekside Place and the ramped sidewalk at the building, across the parking lot.

**D. Nonconforming.** As referenced in answers A and C in this section, a connection through the parking area is planned and will be separated by means of contrasting construction material, to be determined through consultation with contractor.

**E. Nonconforming.** This property exceeds 300' of frontage along Hall Boulevard without connections between the parking lot and sidewalk and we propose leaving the parking lot along Hall as existing. A narrow uphill slope in the landscaping between Hall and the parking lot makes a connection impractical, especially when observing ADA requirements. In addition, the school pick up and drop off circulation plan will have cars moving along the length of the parking lot in both directions, making it unsafe to have students crossing the parking lot toward Hall. The pedestrian connection that is planned across the parking lot is located at what is to be the main school entry, which is also the vehicle stopping area for pick up and drop off, and will be manned by a crossing guard. This will be the safer crossing area for a pedestrian connection.

**F. Existing conforming.** Pedestrian connections are concrete except at the two current entries where they are modular materials, and ramped where required.

**4. Street frontages and parking areas.** Existing conforming. Continuous landscaping consisting of trees, shrubs, and lawn, exists between the building parking lot and sidewalks facing Hall Boulevard and Creekside Place. That landscaping has been professionally maintained and is healthy.

**5. Parking area landscaping.** Existing conforming. This is not a large parking area, but does have existing healthy landscaping.

**6. Off-Street parking frontages in Multiple Use zones.**

**A.** Both existing conforming and existing nonconforming. Existing nonconforming: Our surface parking is already existing primarily in the front of this building, facing Hall Boulevard, with additional parking existing on both sides, facing Creekside Place and Fanno Creek, and in the rear. Existing conforming: This property occupies a corner but neither street is a Major Pedestrian Route.

**B.** NA, not along a Major Pedestrian Route

**7. Sidewalks along streets and primary building elevations in Commercial and Multiple Use zones.**

**A.** Existing conforming. Our students will enter and exit the building through the main entry, into the parking lot for pickup and dropoff, by way of existing sidewalk between the entry and parking lot.

**B.** Existing conforming. All building entries open directly onto existing sidewalks or parking areas.

**8. Connect on-site buildings, parking, and other improvements with identifiable streets and drive aisles in Residential, Commercial and Multiple Use zones.**

**A.** Existing conforming. Parking lot connector to Creekside Place is visually unobstructed and easy to locate, parking spaces and handicap parking striped and easy to identify. Pedestrian connection across parking lot, and student drop off

pattern for vehicle traffic will be added with easily identifiable asphalt marking/stripping.

**B.** Existing conforming. While the existing parking aisle is long and narrow, the offset placement of the building creates triangular and other non-rectangular landscaping areas that are visually appealing.

**9.** NA, no parking structure existing or planned.

#### **60.05.45. Landscape, Open Space and Natural Areas Design Guidelines.**

**1.** NA, not a residential use or residential zone

**2.** NA, not a residential zone

##### **3. Minimum landscaping for Conditional Uses in Residential zones and for developments in Commercial, Industrial, and Multiple Use zones.**

**A.** Existing conforming. Existing landscaping includes shrubs and specimen trees at all corners and throughout the parking area. In addition, proximity to Fanno Creek provides an attractive natural landscaping.

**B.** Existing conforming. Existing walkways connecting the two entries to the parking lot are built of decorative landscape pavers.

**C.** Existing conforming. Existing landscaping plants are primarily native shrubs and trees. The south and west borders that run along Fanno Creek are entirely native vegetation.

**D.** Conforming. There are no plans to remove or otherwise alter the existing mature trees and shrubbery.

**E.** Existing conforming. Trees are a varied mix of evergreen and deciduous, with other varieties along the portion of Fanno Creek that borders this property. Shrubby is also varied in the landscape area and includes mostly evergreen shrubs of several different varieties, some flowering.

**4. Common Greens.** NA, property does not have any green spaces large enough to be considered common greens. However, the Fanno Creek trail is easily accessed by way of the Hall Boulevard sidewalk in front of this property.

**5. Shared Courts.** NA, shared courts do not exist on this property nor are they planned as space does not allow.

**6. Retaining walls.** NA, no retaining walls exist or are planned.

**7. Fences and walls.** NA, no fences or walls exist or are planned.

**8. Changes to existing on-site surface contours at residential property lines.** NA, no changes planned to any surface contours.

**9. Integrate water quality, quantity, or both facilities.** NA, none planned.

**10. Natural areas.** The western edge of this property borders Fanno Creek. There are no plans to alter the existing natural area that begins just outside the parking lot curb along the creek. We are in communication with THPRD to enter in to a long-range partnership that includes our older students working in conjunction with their park maintenance office on ongoing maintenance of the creek next to and beyond this property line.

##### **11. Landscape buffering and screening.**

**A.** Existing conforming. This property's western border creates the edge of the OI-WS zone where it abuts an R7 zone, requiring a 20' B3 buffer. This requirement

satisfied by the natural buffering that exists here by way of Fanno Creek which has a dense enough natural growth of trees, native shrubs, and native grasses to create a sight-obscuring buffer.

**B.** Existing conforming. The buffer created by Fanno Creek is dense and doesn't allow sight from this property to open trail area on the other side of the creek.

**C.** Existing conforming. The existing buffer, created by the existence of Fanno Creek, contains all the varieties of vegetation, ground cover, and trees native to the creek in its natural form.

**D.** NA, no changes to buffering widths or standards proposed.

**60.05.50. Lighting Design Guidelines.** Examples of existing bollard and pole-mounted light fixtures on site:



**1.** Existing conforming. Existing lighting includes pole-mounted lights throughout parking area, and bollard lighting along sidewalks and at main entries.

**2.** Existing conforming. Pedestrian scale lighting existing from original construction of this project and is architecturally appropriate for this building and uniform with all bollards and pole-mounted fixtures throughout this office park development. All bollards are identical to each other, as are all pole-mounted fixtures. In addition, bollards and pole-mounted fixtures are painted the same color.

**3.** Existing conforming.

**4.** Existing conforming to the best of our knowledge. Original construction drawings and notes not available on this property. The lighting for this building matches all lighting in this

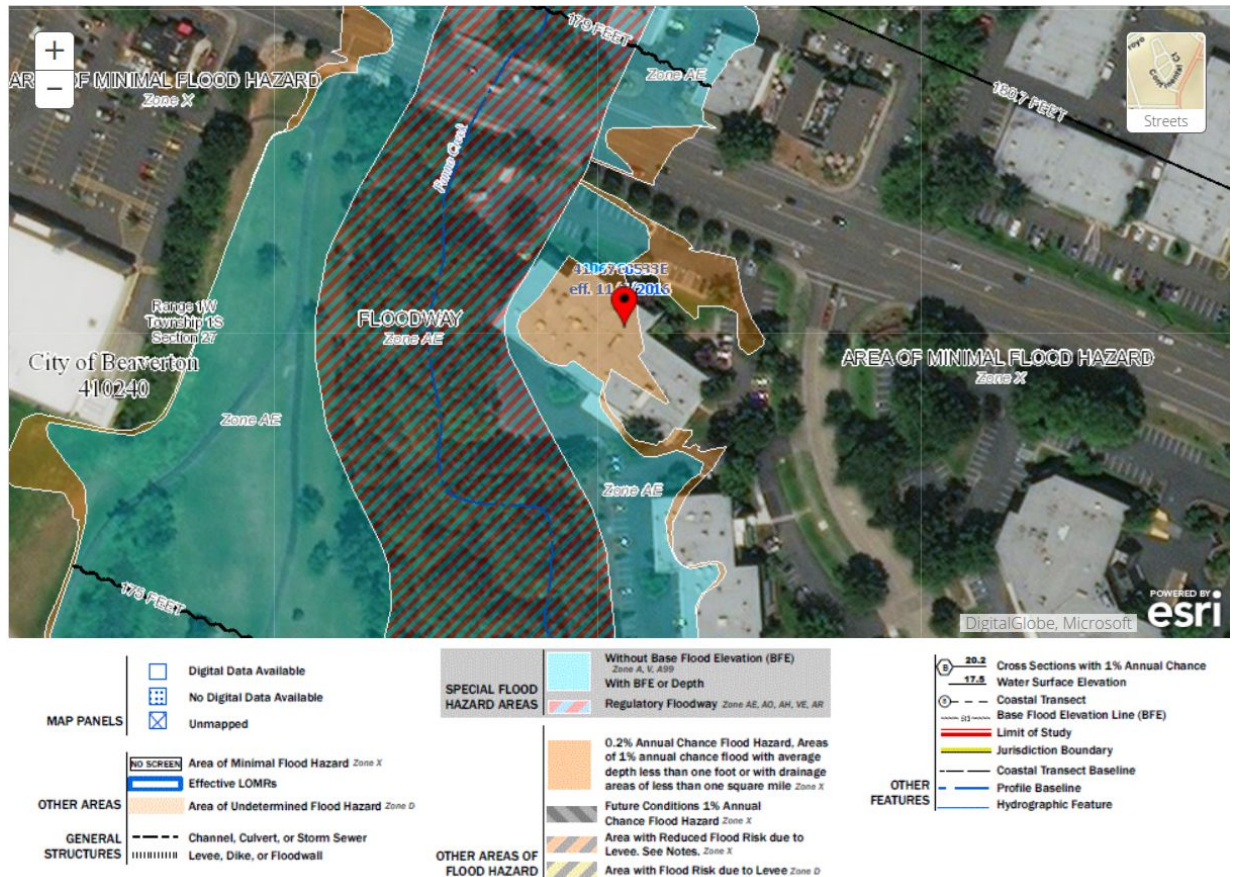
office park and was specified according to technical standards at the time of construction in the mid-1980s.

## 60.10. FLOODPLAIN REGULATIONS

**60.10.05. Purpose.** Definitions of purpose.

### 60.10.10. Floodplain Designation.

1. This property is partially in an identified flood plain according to current FEMA mapping:



2. Interpretation is requested. Interpretation is requested in the form of asking the City to review the Certified Flood Elevation Survey, performed by Benjamin Stacy of Caswell/Hertel Surveyors, included with this application, titled 'Arco Iris Elevation Certificate with FIS Profile'. This survey, ordered after it appeared that this building's finished floor elevation was below BFE, reveals elevation numbers not in agreement with FEMA mapping and a finish floor elevation not in agreement with the measurement taken from the original structural drawings associated with this building. This survey shows the finish floor to be 1.8 feet above BFE.

3. Definition

4. No hazardous materials will be used or stored in or outside of this building.

### 60.10.15. Development in Floodway.

1. **NA**, per new flood elevation survey, existing building is not located in the floodway. Parcel still partially located in the floodway along the northern boundary, but with no development or improvements planned.

**60.10.20. Commercial and Industrial Uses in the Floodway Fringe.** This property is partially in the flood fringe, FEMA zone AE.

1. Compliance with all applicable provisions of Section 9.05 of Site Development are addressed in this narrative and supporting exhibit included in application documentation, titled 'Chapter 9.05.060 Site Development Answers'
2. NA, no on-site improvements requiring engineering design are planned.
3. Clean Water Services has responded to our Sensitive Area Pre-Screening Site Assessment application with an answer of "NO SITE ASSESSMENT OR SERVICE PROVIDER LETTER IS REQUIRED" because this project does not meet the definition of development. Clean Water Services documentation is included with attached documentation, titled 'CWS 8205 SW Creekside Place SPL'.
4. Proposed minor changes to the existing development awaiting review and approval by appropriate city authority.

**60.10.25. Residential Uses in the Floodway Fringe.** NA, not a residential use.

**60.10.30. Development of Critical Facilities within the Floodway Fringe.** NA, not a critical facility.

## **60.11 FOOD CART POD REGULATIONS. NA**

## **60.12. HABITAT FRIENDLY DEVELOPMENT PRACTICES**

**60.12.05.** NA, existing development.

**60.12.10.** NA, existing development.

**60.12.15.** NA, existing development.

**60.12.20.** NA, existing development.

**60.12.25.** NA, existing development. However, our future plan includes working with THPRD to develop a partnership plan to help preserve and protect Fanno creek and its trails near this building.

**60.12.30.** NA, no credits requested.

**60.12.35.** NA, existing development.

**60.12.40.** NA, existing development.

**60.12.45.** NA, no HBA or LID covenant in place or requested.

**60.15. LAND DIVISION STANDARDS.** NA, land division not being pursued

**60.20. MOBILE AND MANUFACTURED HOME REGULATIONS.** NA, not a manufactured home development.

**60.25. OFF-STREET LOADING REQUIREMENTS.**

**60.25.05. Applicability.** This section applies per Pre-Application notes.

**60.25.10. Loading Berth Design.** Required off-street loading space shall be provided in berths which conform to the following minimum specifications:

1. NA, not a Type A berth.
2. This applies, a single Type B berth, measuring 30 feet long by 12 feet wide with 30 feet maneuvering apron, will be striped in the rear parking area behind the building and is noted on the site plan.

**60.25.15. Number of Required Loading Spaces.** The following numbers and types of berths shall be provided for the specified uses.

1. NA, not these uses.
2. NA, not these uses.
3. NA, not these uses.
4. NA, not these uses.
5. NA, not these uses.
6. This requirement applies, this is a school over 14,000 square feet. One Type B loading berth is required.
7. NA, no concurrent uses.

**60.25.20. Loading Facilities Location.**

1. This requirement will be met. The loading berth will be striped in to a location on site, at the rear of the parcel, and is indicated on the site plan.
2. This requirement will be met. The loading berth is fully within this property and is indicated on the site plan.

**60.25.25. Loading Determination.** Loading determination application is included with application documents.

**60.30. OFF-STREET PARKING.**

**60.30.05.** Off-Street Parking Requirement standards and definitions.

**60.30.10.** Number of Required Parking Spaces.

**1. Parking Calculation.** Parking ratios are based on spaces per 1,000 square feet of gross floor area, unless otherwise noted. Our gross square footage is 32,975.

**2. Parking Categories.**

**A. Vehicle Categories.** This vehicle category is: 'Places of Assembly', Educational Institutions: Middle School, Elementary School

1. Minimum number of required parking spaces for our use is 33.
2. NA, not Parking Zone A
3. Existing nonconforming. This property is in Parking Zone B and has 106 existing parking space, with 4 of those being handicap spaces. The maximum number of permitted parking spaces is 49. However, pre-application notes requesting analysis of additional parking that might be needed for ancillary school activity yielded an estimate of 40 extra parking spaces being needed. This answer located in document included with this application titled 'Responses to Pre-Application Notes'. In addition, 6 parking spaces will be lost to the vehicle turnaround pattern that will be used for student drop off and another 6 at the rear under the metal awning which will become an area of student movement to and from the outdoor play area.
4. NA, not a dual parking zone
5. NA, not in Regional Center

**B. Bicycle Categories.** This bicycle category is: 'Places of Assembly', Educational Institutions: Middle School, Elementary School

1. NA, Short-Term parking not required.
2. This standard applies. Long-Term parking requirement of 1 space per 9 students, or 56 spaces based on our maximum possible enrollment of 504 students. However, an application to lower the required number of bicycle parking spaces is being submitted with this application in Chapter 40.10.15.2.C
3. Bicycle parking will be located at the rear of the building as noted on the site plan, with existing bollard lighting. Bicycle parking will not be covered, as allowed for schools..
4. NA, not in Old Town.

**3. Ratios.** This ratio rule was observed.

**4. Uses Not Listed.** The school has uses not listed that occur during the school day and after school. These uses, as well as a self analysis of estimated extra parking space requirements is detailed in the document titled "Responses to Pre-application Notes" included with this application package.

**5. Parking Tables.** These tables used for all parking calculations.

**6. Regional Center Parking Tables.** NA, not in Regional Center.

**7. Exceeding Parking Ratios.** This property exceeds parking ratios, with surplus spaces not in a structure. This application is a Major Adjustment. Approval of excess parking spaces requested as an existing nonconforming condition. This property has 106 parking spaces, our maximum number of spaces is 49. However, pre-application notes requesting analysis of additional parking that might be needed for ancillary school activity yielded an

estimate of 35 extra parking spaces being needed. This answer located in document included with this application titled "Responses to Pre-Application Notes". It is proposed that the 6 parking spaces under the white awning at the rear of the building will be removed because of their location near one of the student access points to the play area. In addition, 6 parking spaces will be lost to the vehicle turnaround pattern that will be used for student drop off. An exception will be requested if it is determined that excess parking spaces still exist after consideration of that answer.

**8. Residential Parking Dimensions.** NA, not residential.

**9. Parking Space Calculation.**

A. NA, not multiple uses.

B. NA, does not serve more than one establishment.

**10. Location of Vehicle Parking.**

A. Existing conforming, all off-street parking for this use is located on the same property.

B. NA, not a single-family or duplex dwelling.

C. NA, not an R zone.

D. NA, not residential.

**11. Reductions and Exceptions.**

A. NA, not applying for a reduction in the minimum required parking spaces.

B. NA, will not be applying for a reduction in vehicle parking space requirements.

However, Arco Iris school has promoted carpooling among families for pick up and drop off for over 5 years now, and manages a private map that facilitates carpooling partnering.

C. NA, not a combination of uses with shared parking.

D. NA, not special needs residential.

E. NA, not applying to have bicycle parking substitute for vehicle parking.

F. NA, not a temporary use.

**12. Compact Cars.**

A. NA, not residential use.

B. NA, existing lot does not have compact spaces, no changes to parking lot proposed.

C. NA

D. NA

**13. Carpool and Vanpool Parking Requirements.**

A. NA, we are a 'Place of Assembly', not an industrial, institution, or office development.

B. NA

**60.30.15. Off-Street Parking Lot Design.**

A = Parking Angle

B = Stall Width

C = Stall Depth (no bumper overhang)

D = Aisle Width

E = Stall Width (parallel to aisle)

F = Module Width (no bumper overhang)  
G = Bumper Overhang  
H = Backing Area  
I = Module Intermesh

**NOTE:**

- 1) NA
- 2) NA
- 3) NA
- 4) Existing conforming. Our parking duration will be mixed, with staff parking for 8 or more hours, and parent volunteers or visitors parking for durations of just a few minutes to an hour or so. The parking spaces in this lot are 15' 3" long and 9' wide.
- 5) Existing conforming. This parking lot has two-way traffic. The aisle width is 24'
- 6) Existing conforming. No RV parking will occur in this lot.
- 7) NA

**60.30.20. Off-Street Parking Lot Construction.** NA, no parking lot construction or development planned.

**60.30.25. Enforcement.** Statement regarding code enforcement.

**60.33. PARK AND RECREATION FACILITIES AND SERVICES PROVISION.**

**60.33.05. Purpose.** Explanation of purpose.

**60.33.10. Annexation to THPRD.** NA, this property exists in THPRD.

**60.55. TRANSPORTATION FACILITIES.**

**60.55.05. Purpose and Intent.** Definition.

**60.55.10. General Provisions.** Orange highlighted sections to be answered by traffic engineer

1. This property does not abut or impact a transportation facility.
2. An explanation of potential requirements.
3. A traffic impact study has been prepared.
4. An explanation of potential requirements.
5. Dedication of right-of-way shall be determined by the decision-making authority.
6. An explanation of potential requirements.
7. Definition of requirement.

**60.55.15. Traffic Management Plan.** A traffic management plan has been created.

1. For each development application that requires a Traffic Management Plan, the Plan shall identify:

**A.** The hours when the added trips from the development will be 20 or more vehicles per hour.

**B.** The existing volume of trips on the residential street during each of those same hours.

**C.** The volume of trips that the development will add on the residential street during each of those same hours.

**D.** Recommended traffic management strategies designed to City standards to mitigate the impacts of the increased trips attributed to the development. Potential traffic management strategies include, but are not limited to, any combination of speed humps, curb extensions, intersection treatments, and traffic control devices.

2. The Traffic Management Plan shall discuss whether the recommended improvements both on-site and off-site are justified, reasonably related to, and roughly proportional to the impacts of the proposed development and shall include information sufficient for the City to assess whether the proposed mitigation strategies are reasonably related and roughly proportional to the level of impact.

**60.55.20. Traffic Impact Analysis.** A Traffic Impact Analysis has been prepared.

**1. Engineer Certification.** The Traffic Impact Analysis shall be prepared and certified by a traffic engineer or civil engineer licensed in the State of Oregon.

**2. Analysis Threshold.**

**A.** A Traffic Impact Analysis is required when the proposed land use change or development will generate 300 vehicles or more per day (vpd) in average weekday trips as determined by the City Engineer.

**B.** A Traffic Impact Analysis or some elements of a Traffic Impact Analysis may be required when the volume threshold under subsection A. of this section is not met but the City Engineer finds that the traffic impacts attributable to the development have the potential to significantly impact the safe and efficient operation of the existing public transportation system.

**3. Study Area.** The Traffic Impact Analysis shall evaluate the Area of Influence of the proposed development and all segments of the surrounding transportation system where users are likely to experience a change in the quality of traffic flow. The City Engineer may identify additional locations for study if existing traffic operation, safety, or performance is marginal or substandard. Prior to report preparation, the applicant shall submit the proposed scope and analysis assumptions of the Traffic Impact Analysis.

**4. Contents of the Traffic Impact Analysis Report.** The Traffic Impact Analysis report shall contain the following information organized in a logical format:

**A. Executive Summary:** An Executive Summary of no more than three single-sided pages shall be included at the beginning of the Traffic Impact Analysis report. The Executive Summary shall summarize the analysis and conclusions and identify recommended transportation improvements.

**B. Description of Proposed Development:** The Traffic Impact Analysis shall provide a comprehensive project description including but not limited to the following:

1. Vicinity map.
2. Site plan.
3. Project phasing.
4. Time schedule.
5. Intended use of the site, including the range of uses allowed without additional land-use approvals.
6. Intensity of use.

**C. Existing Conditions:** The Traffic Impact Analysis shall provide a complete evaluation of existing conditions and include maps and/or tables displaying the following information for the Area of Influence and any additional locations previously identified by the City Engineer:

1. Street system including street names and functional classifications.
2. Pavement and shoulder widths.
3. Striping and channelization.
4. Driveways.
5. Freight access and loading areas.
6. Intersections.
7. Traffic volumes.
  - a. Existing traffic shall be measured within the previous twelve months.
  - b. Traffic volumes shall be based on data from a minimum of two typical weekdays (Tuesday through Thursday). In addition, data shall be provided for weekends if weekends are the peak traffic period for either the existing street or the proposed development.  
[ORD 4706; May 2017]
  - c. Seasonal variations in traffic volumes shall be considered.
8. Existing intersection performance indicators including volume-to-capacity ratio and control delay.
9. Transit information including stop and shelter locations, route numbers, headways, passenger loading, pull outs, and times of service.
10. Bicycle ways, sidewalks, and accessways.
11. Collision data for the most recent three-year period for which collision data is available.

**D. Traffic Forecasts:** The Traffic Impact Analysis report shall provide forecasts of future traffic within the Area of Influence and any additional locations previously identified by the City Engineer. Traffic forecasts shall be provided for both the Buildout Year and the Long-Range Forecast Year. The report shall include complete documentation of trip generation calculations including Institute of Transportation Engineers (ITE) Trip Generation (latest published edition) use code(s) or an alternative basis of trip generation and the rationale for using the alternative.

**1. Buildout Year Analysis.**

**2. Long-Range Forecast Year Analysis.**

**3. Traffic Forecast Analysis Assumptions.**

**a. Trip generation.**

**b. Trip distribution and assignment.**

**4. Intersection and Highway Interchange Analysis.**

**E. Traffic Impacts:** The Traffic Impact Analysis shall evaluate access, safety, operation, capacity, circulation, level of service, and performance of the transportation system within the proposed development's Area of Influence and any additional locations previously identified by the City Engineer for both the Buildout Year and any phases thereof, and the Long-Range Forecast Year. Performance analysis shall be based on the standards of Section 60.55.10.7.

**1. Safety considerations shall be evaluated.**

**2. Geometric design and operational improvements including but not limited to acceleration lanes, deceleration lanes, turning lanes, traffic signals, and channelization shall be considered, evaluated, and recommended when determined necessary by standards and practices adopted by ODOT, Washington County, the City or approved by the City Engineer.**

**3. Adequacy of sight distance shall be addressed at the proposed road access point(s) for both the existing road configuration and for the ultimate road configuration based on improvements planned for the development and improvements identified in the Comprehensive Plan Transportation Element.**

**4. The analysis shall also identify and evaluate related impacts on bicycle, pedestrian, and transit access, circulation, and facilities.**

**F. Mitigation Identification**

**G. Recommendations**

**60.55.25. Street and Bicycle and Pedestrian Connection Requirements.**

1. Existing streets (Creekside Place and Hall Boulevard) safely provide pedestrian sidewalks, street lighting, and a sidewalk pedestrian connection from Creekside Place on to this property. Hall Boulevard also has a bike lane.
2. Vehicle circulation plan proposed for this project efficiently pulls cars off of Hall Boulevard and Creekside Place, and allows for bike parking and pedestrian access in a way that will meet current and future needs. Future impact on Hall Boulevard taken in to consideration in the traffic engineering study.
3. A single pedestrian connection has been identified as being needed, connecting the sidewalk on Creekside Place with the parking area, and is noted on the site plan. This is the only anticipated pedestrian connection projected.
4. Plans made according to this standard. Pedestrian connections, bike parking area, and sidewalks all noted on site plan.
5. Understood

6. A traffic controlled pedestrian crosswalk exists at the northeastern corner of this parcel along Hall Boulevard.
7. Existing pedestrian connections between adjacent streets and on-site areas is nearly complete, with a pedestrian connection planned from Creekside Place to the parking lot to make this complete. Bicycle on-site circulation will connect to Creekside Place where no bicycle lane exists, but is close to a bicycle lane on Hall Boulevard.
8. Understood
9. NA, full street connections are existing.
10. Pedestrian Circulation.
  - A. Conforming
  - B. Existing nonconforming. Property exceeds 300' along Hall Boulevard with no existing pedestrian connections between sidewalk and parking lot. See answer to 60.05.40.3.E
  - C. Nonconforming. A pedestrian connection from the sidewalk on Creekside Place to the ramped sidewalk at the main building entry will be cut in to the asphalt of the parking lot using a contrasting material, most likely concrete, and finished with striping.
  - D. Existing conforming.
  - E. Existing conforming.
  - F. Existing conforming.
  - G. Existing conforming to the best of our knowledge. On-site lighting installed to meet code at time of construction.
11. **Pedestrian Connections at Major Transit Stops.** NA, not a commercial or institutional building and not within 200 feet of a major transit stop
12. **Assessment, review, and mitigation measures** Existing conforming. Connected sidewalks, a paved trail, and signaled pedestrian crosswalk across Hall Boulevard exist.
13. NA, bicycle and pedestrian connections not planned from this property to an R zone.
14. This applies to this property. The proximity of Fanno Creek creates a barrier making any additional connections impractical.

**60.55.30. Minimum Street Widths.** NA, streets existing conforming.

1. No project-specific modifications planned.
2. No project-specific modifications planned.

**60.55.35. Access Standards.**

1. Existing conforming
2. NA, no dwelling units connect
3. Existing conforming

**60.55.40. Transit Facilities.**

1. NA, no transit shelters or furniture exist along the frontage of this building.

## **Comprehensive Plan Compliance**

Applicable policies of the Comprehensive Plan are described herein:

### **Chapter 2:**

- Public Outreach and Notice Requirements, p. II-1, states that all land use applications and proposals to amend City policy must require the applicant to demonstrate that sufficient effort has been made to notify affected residents of the proposed action. A neighborhood review meeting was held at 6:30 pm on Tuesday, January 23rd, at our current school location at 13600 SW Allen Boulevard. The red notice sign was placed at 8205 SW Creekside Place on Thursday, December 28th, and notice letters were mailed the same day. A copy of the mailed letter and meeting minutes is attached here. In addition, we requested time at the Greenway NAC meeting held on Thursday, February 15th to introduce our school and project to neighbors in attendance.

### **Chapter 6:**

- **6.2.3:** As a charter school our students are allowed to enroll from any location in the Beaverton School District and therefore transportation and traffic impact have been a factor in each of our three leased locations in the past eight years since our school began. We have a history of putting plans into practice that help to manage traffic and safety concerns both by the city and by our school board. Our goal as we move in to a permanent school location is to extend our strong school community into the community around us, and become recognized as a good neighbor. The traffic we generate is a consideration and we believe the systems we have in place now, along with our observance of city and county requirements, will prevent having a negative impact on the transportation system.

These points address the goals of 6.2.3 of the Comprehensive plan:

1. The streets that border this building, Hall Boulevard and Creekside Place, are both engineered to be safe and accessible. Hall Boulevard has 4 lanes, a center turn lane, and bike lanes on both sides. Creekside Place is two lanes with a center turn lane. Both roads are curbed, with sidewalks, ramps, lighting, and are in good repair.
2. The pedestrian connections in to the neighborhoods near us are excellent and uniquely suited to school access. The Fanno Creek trail connects into the residential areas nearby in several places, and a pedestrian crossing with a traffic signal is already in place across Hall Boulevard at the western border of this parcel. The sidewalk along this building is connected to the pedestrian crossing and Fanno Creek Trail.
3. Our school is already in talks with THPRD to establish a relationship with them in maintaining and cleaning the creek and trail area near our school through student volunteer commitment.
4. The proposed student drop off and pick up pattern mimics the process we follow at our current location at Beaverton Christian Church which has been successful in keeping

traffic off the road and in our lot for our five years there. Vehicle traffic will come off of Hall and Creekside and in to our lot where they will pass the school entrance, enter a turnaround, and pull back up to the main school entry where multiple cars will drop off at one time before leaving the lot. This drop off and pick up process is described and illustrated in the Chapter 60 answers.

5. Beginning in our 3rd year of operation the school has facilitated carpooling by managing a private carpooling map that plots family addresses so that other families can connect with others that live along their route. Most families participate in carpooling, greatly reducing our vehicle count.
  6. We will commit to educating our families and to continually enforce any policy or traffic changes or requirements by the city or county.
  7. As it would benefit our students and families just as it would the community around us, we are eager to work with the city on maintaining safe pedestrian routes and efficient vehicle patterns.
- **6.2.3 Policy D:** One of the bigger attractions of this building as a potential school during our real estate search was the proximity to features that would be considered safe walkway and bike routes. Our team in fact walked from the building to Fanno Creek trail, Fanno Farmhouse, and the WES stop all nearby to explore how easy and safe these would be for our students. Immediately to the west of this parcel is Fanno Creek and Fanno Creek Trail, which would be accessed from the existing sidewalk along Creekside Place, then Hall Boulevard. Fanno Creek Trail then connects to the residential neighborhood to the southwest of this building with many connectors. The sidewalks and trail are in good repair and safe. In addition, there is a lighted pedestrian crossing connecting Fanno Creek Trail on either side of Hall Boulevard right at the property line for this parcel, giving safe walking or biking access to the residential area on the north side of Hall. In the other direction from this building is a WES train stop, less than half a mile away, and accessed by sidewalks that are also in good repair. Our goal is to utilize light rail transit for student field trips whenever possible. These routes in to the residential neighborhoods around this property will be mapped in an informational document that will be posted on the school website, shared with parents, and included in the student/parent school handbook.

## Chapter 7:

- Chapter 7 describes the importance of natural resources, natural habitat, wetland areas, and groundwater resources. This property abuts Fanno Creek, and is identified on these maps:
  - In the [Habitat Benefit Areas Map](#) this parcel is next to Riparian Wildlife Habitat Class I, and has both Class II and Class III overlaying on the western edge of the property.
  - In the [Local Wetland Inventory](#) map this parcel is located on detail map #27 where Fanno Creek to the west is identified as a significant wetland.
- It is important to Arco Iris to educate our students to be global learners with appreciation for the natural world around them. This is a part of our mission, and is reflected in many

of our field trip selections and school practices. In anticipation of moving in to this building we began conversations with THPRD in the fall of 2017 to form a relationship between that organization and our school. The discussions have covered education programs for the students, exploring ways to be responsible stewards of the creek where it borders this property, and a continued volunteer commitment by older students and parents to partner on restoration and cleanup projects on Fanno Creek.

- Arco Iris looks forward to being good stewards of the natural area around this property and meeting the intent of Chapter 7.

## **Chapter 8:**

- **8.4.1 Policy A:** There will be an increased level of noise during outdoor recess times that will happen daily weather permitting. Two sides of this property have a thick natural brush and landscape area created by the bank of Fanno Creek that will help mitigate sound traveling in those two directions. The building, and road noise of Hall Boulevard will mitigate noise traveling toward that direction. The one direction noise may travel will be toward the 8205 Creekside Place building, but to a side of the building where garbage and utilities are located, with non-opening windows and no pedestrian areas, and is not the main entry side. Our students are already accustomed to our recess rule not allowing screaming or yelling, and this rule will continue. In addition, future proposed play structure, with a goal of installation in 18 to 24 months, will include a thick rubberized surface over the asphalt for safety that will also help absorb noise at the play structure.

## **Conditional Use Application Written Statement**

### **Introduction:**

This application is being submitted by Arco Iris Charter School, a public charter school in the Beaverton School District, pursuing the purchase of the building located at 8205 SW Creekside Place. This building is zoned OI-WS and we are applying for a change of occupancy to educational usage, which is designated as a Conditional use in this zone.

The school has utilized a parent volunteer team to serve in the site search role in pursuit of a permanent facility. When appropriate we have brought in industry professionals to research and pursue this property, including:

- Architect: Laurie Simpson, Connect Architecture 503-367-8057
- Structural Engineer: Wade Younie, DCI Engineers 503-242-2448
- Traffic Engineer: Brian Davis, Lancaster Engineering 503-248-0313
- Commercial Broker: Josh Bean, ETHOS Commercial Advisors 503-205-2095

Three contractors were brought in to provide preliminary bid packages and contractor selection is expected to be finalized by May 18th.

The conditional use application narrative and answers have been written by Becky Schiefelbein, parent volunteer member of the school site search team. Becky can be reached at 503-481-9727 or [becky.schiefelbein@arcoirisschool.org](mailto:becky.schiefelbein@arcoirisschool.org)

### **About our school:**

Arco Iris Spanish Immersion Charter School is Beaverton's first charter school and the only public school in Beaverton that offers one-way Spanish immersion through middle school. We are a high achieving school, consistently performing in the top 10% of schools in Oregon and is ranked the #1 charter elementary school in the state. Each year, Arco Iris receives more enrollment applications than we can accommodate. The 2017-18 school year is our 8th year of operation with 330 students enrolled in grades 1 through 8. Due to space constraints we have reached maximum capacity in our current leased space at Beaverton Christian Church and have been pursuing the purchase of a permanent facility for four years. An adequately sized facility will allow our school to continue thrive and grow to our planned enrollment of around 500 students which represents an enrollment of 27 students per class in two classes per each grade. A permanent location also allows us to add specialized curriculum to further develop our middle school program, as well as form a connection with our neighboring community.

Arco Iris is a registered 501(c)(3) non-profit organization. We are fortunate to be supported by a strong and closely knit network of teachers, parents, an active Parent Teacher Organization (PTO), administration, and the School Board. The PTO and Board work together on year-round fundraising events, and thanks to our generous supporters, these fundraising efforts have put us in a position to afford pursuing this purchase.

Our current hours of operation are 8:30 am to 3:30 pm, with drop off starting at 8:15. We anticipate working with the City in determining our start time at the Creekside Place location, depending on transportation feedback, and will need to maintain our 7 hour school day. We will continue to offer before and after school care to our families which is a program that opens at 7:00 am ends at 6:00 pm and has a typical attendance of around 25 students. In addition we plan to continue to offer after school enrichment through outside vendors who arrive when the school day ends and have typical enrollment of 10 - 25 students depending on the activity.

**Enrollment and Occupancy:**

Our goal is to maintain a 26 student classroom size, but because financing considerations might require increased enrollment we are proposing occupancy based on a maximum of 28 students per classroom. With two classrooms per grade for K-8 we would potentially have a maximum enrollment of 504 students. Current enrollment is 310 students, which is restricted due to our current facility space, and we are projecting a 3 to 5 year period of increasing enrollment before reaching maximum enrollment. Those students will be served by teachers (homeroom, English, and Math/Science), administrative staff, school counselor, PE teacher, and a few staff who will serve combined roles as teacher assistants and lunch/recess attendants. Projected staffing at maximum enrollment will be 31 to 33 FTE and this will be. Maximum number of employees on site at any one time will include the FTE number and one part time speech pathologist who visits the school once per week. Our allowed occupancy of this building is 1185 per chapter 10 of the building code. Our projected occupancy is 562, based on a maximum enrollment of 504 students, maximum FTE of 33, and the potential presence on site of 2 to 25 parents depending on activity, meeting, or volunteer project.

**About our proposed project:**

The building at 8205 SW Creekside Place was built in the mid-1980s, is two stories tall, and at approximately 33,000 square feet, is ideally sized to fit our needs. Our plans for converting this building into a school primarily involve interior improvements and minimal exterior changes are planned.

**Land Use:** This application seeks approval for Educational use of this property, which is a conditional use permitted in this OI-WS (Office Industrial - Washington Square) zone. No other uses are proposed.

**Exterior Site:** This property has been professionally managed and exterior elements are all well maintained and landscaping is healthy. No changes are proposed for the landscaping, exterior lighting, or exterior building architectural features. Exterior site modifications are indicated on site plan and elevations. Proposed exterior modifications are:

- Installation of a shallow deck with guardrail to bridge the gap between the existing loading dock and asphalt levels. The loading dock door will be replaced

with glass doors and a sidelight and be used as a connection between the multi-use/gym space and outdoor play area.

- Bicycle parking will be installed in the rear of the property. Standard tubular permanently installed bike parking is planned. A major adjustment application has been submitted with this application to request reduction of required bicycle parking spaces from 56 to 20.
- A turnaround will be painted on to the parking lot to facilitate vehicle circulation for student drop off. This turnaround will take away use of 6 parking spaces.
- A pedestrian connection from the sidewalk on Creekside Place to the ramped sidewalk of the building's main entry will be cut in to the asphalt of the parking lot using a contrasting material, most likely concrete, and finished with striping.
- The rear parking area will be blocked off during the day for use as a play area for the students. At this time no modifications will be made to accommodate this usage as our budget will not allow for installation of a play structure for at least 18 months after move-in. Appropriate applications will be submitted once the school is in a position to make this addition. **\*Please see 'Play Area Plans' at the end of this written statement for further explanation of immediate and permanent play area plans.**
- Garbage and recycling area to remain in current location at the southern corner of the building, located at a storm drain, but with the addition of an enclosure proposed.

**Exterior Structure:** the rear ground floor elevation has some proposed modifications including:

- Replacement of storefront panels that have been painted over with new glazing.
- Addition of one new storefront door that will provide natural light to the one interior classroom that won't be served by current existing doors and windows.
- Replace two existing steel doors with storefront doors to similarly allow natural light into the classrooms to which they connect.
- Metal loading dock door will be replaced with storefront double door and sidelight.

**Parking Area:**

- A vehicle circulation plan for student drop off has been proposed that includes a turnaround in the northeastern corner of the parking lot. The turnaround will be painted on to the asphalt and will result in the loss of 6 parking spaces. Illustration of this circulation pattern is titled 'Student Drop Off/Pick Up Circulation Pattern' of attached documents.
- A pedestrian connection from the sidewalk on Creekside Place to the ramped sidewalk of the building's main entry will be cut in to the asphalt of the parking lot using a contrasting material, most likely concrete, and finished with striping. Placement is noted in site plan, titled 'Site Plan', of attached documents.

- A loading berth will be striped in behind the building, sized 12' by 30', and is indicated on the Site Plan.
- Bicycle parking will be installed at the rear of the parking area near the southern corner of the building. Placement is noted in site plan, titled 'Site Plan', of attached documents. A major adjustment application has been submitted with this application to request reduction of required bicycle parking spaces from 56 to 20.

### **Interior Scope of Project:**

The interior of the building has already been mostly demoed by the current owner and our improvements will include a few additional minor demos, major seismic retrofitting work, building classrooms, a multi-use gym space, administration offices, and a non-commercial cafeteria area. Because of budget and construction efficiency concerns we have worked with our architect and structural engineer to develop interior plans that are extensively value engineered. This value engineering includes keeping bathroom stalls where they are, requires the relocation of only one column, using the existing elevator in its current location, and keeps the main entrance, foyer stairway, and all exit doors in place.

Interior construction plans include 19 classrooms of approximately 750 square feet each; a lunchroom that will utilize the existing non-commercial kitchen where an outside vendor serves a hot lunch option to students who do not bring their own lunch; a multi-use gym space at the back of the building where outdoor play space can be accessed directly through existing doors; a PTO work room; a library; multiple office and storage spaces; and a large administration area at the front of the building that allows for easy visibility of the pedestrian activity of students and families. The current loading dock metal roll-up door will be replaced with double glass doors to fit the same opening. Entry doors will auto-lock, and will be controlled in the administration area via security camera. Architectural plans are included in attached application documents and are titled 'Floor Plans 1st Floor' and 'Floor Plans 2nd Floor'.

Seismic retrofitting that will bring the building up to current code requirements for an Educational occupancy include replacing current roof to wall tie-downs as well as adding more tie-downs, and the installation of two micropile support areas in the ground floor to tie in to the back of the second story. Structural engineering plans for seismic retrofitting are titled 'Structural Engineering Drawings' included in attached documents. Structural engineering drawings are not final construction documents.

### **City Development Code:**

Answers to the pre-application notes and Chapters 20 and 60, and Chapter 40 of the City Development Code are included with application documents.

### **New Conditional Approval Checklist Items on Page 9:**

**1. The proposal satisfies the threshold requirements for a Conditional Use application.**

This proposal seeks to change use to Educational, a Civic use that is conditional in this OI-WS zone per table 20.20.20

**2. All City application fees related to the application under consideration by the decision making authority have been submitted.** Application fee of \$4264 has been paid.

**3. The proposal will comply with the applicable policies of the Comprehensive Plan.**

Please see document titled 'Comprehensive Plan Compliance' included with application documents for answers to comprehensive plan items identified by City staff in Pre-Application Notes as well as additional items identified by applicant.

**4. The size, dimensions, configuration, and topography of the site and natural and manmade features on the site can reasonably accommodate the proposal.** This building is ideally sized for our use, allowing for large classrooms, administration area, non-commercial cafeteria, library, PTO work room, gym/multi-use room, and multiple office and storage spaces. The outside area has a level rear parking lot that is surrounded on two sides by thick vegetation that will provide a wonderful play area for students. The only space that cannot be accommodated in this building is a large assembly space. However, the costs associated with the requirements of an assembly space are not within our budget and we are planning on continuing to have assemblies as we do now, in a rented auditorium space.

**5. The location, size, and functional characteristics of the proposal are such that it can be made reasonably compatible with and have a minimal impact on livability and appropriate use and development of properties in the surrounding area of the subject site.** Uses in the immediate area are office with several office buildings to the southeast of this building in same business park along Creekside Place, retail/restaurant directly across Hall Boulevard with several small businesses and a few restaurants, Fanno Creek and Fanno Creek trail just to the northwest and behind this building. Potential impacts are:

- a. Traffic - clearly our operations in this building will bring in additional vehicle traffic on school days, with afternoon traffic occurring before evening rush hour, but morning traffic for student drop off happening during morning rush hour. Mitigation is planned to help relieve the impact of this extra traffic. This includes having a long vehicle staging distance in our parking lot allowing cars to come off Hall and Creekside Place into our parking lot, ending with a length of space for students to exit multiple cars at one time. This plan mimics our current drop off procedure at Beaverton Christian Church which works extremely well and efficiently keeps cars moving. To keep traffic moving efficiently out of the school and not impact morning rush hour we are proposing a right-turn-only requirement leaving our parking lot on to Creekside Place. From there, vehicles can turn left on Nimbus where they can take advantage of the traffic signal there to head northwest on Hall if needed. Our school promotes carpooling and we have been operating a private carpool map for 5 years now, which has resulting in most of our families coming to value and rely on the flexibility and convenience of carpooling, reducing the number of vehicles. Many families take advantage of our before and after school care, currently averaging 26 students each morning. At full enrollment we project this number will increase to a daily attendance of 42

students who will be arriving before morning drop off begins. Also, our school day begins at 8:30, with drop off beginning at 8:15 when traffic is beginning to ease. A TIS report is included with this application as well.

- b. Parking - The existing parking area is adequate for our needs with no mitigation required for our use. Parking minimums and maximums calculated and described in answers to 60.30.10, as well as #5 of this document, including an analysis of additional parking needs. This building will not have space for assemblies or large gatherings and as such the school plans to continue hosting future assemblies as we host them currently by renting space elsewhere. We currently host assemblies in the large sanctuary space at Beaverton Christian Church, and we have set up an account with the Beaverton Central Library to rent the auditorium there as needed. However, to account for the potential need for a large number of parking spaces for a special evening event we have discussed a parking agreement with the neighboring building (8205 SW Creekside Place) owner, who is also the current owner of this building. Unfortunately, this owner is now in contract to sell all buildings that they own in Oregon, including the building next door, with a closing date of 7/31. We will negotiate an agreement with the new owner of the 8205 property after that closing, which coincides with our closing date.
- c. Noise - There will be an increased level of noise during outdoor recess times that will happen daily weather permitting. Two sides of this property have a thick natural brush and landscape area created by the bank of Fanno Creek that will help mitigate sound traveling in those two directions. The building, and road noise of Hall Boulevard will mitigate noise traveling toward that direction. The one direction noise may travel will be toward the 8205 Creekside Place building, but to a side of the building where garbage and utilities are located, with non-opening windows and no pedestrian areas, and is not the main entry side. Our students are already accustomed to our recess rule not allowing screaming or yelling, and this rule will continue.

**6. Applications and documents related to the request, which will require further City approval, shall be submitted to the City in the proper sequence.** All related required documents are included with this application.

#### **Parking Area Proposed Changes:**

As indicated on page 2 of the Design Review application, a modification to the parking area is proposed that will reduce parking area by 5660 square feet. This total is comprised of several modifications:

- 2665 SF: 6 parking spaces and some surrounding asphalt area lost to the vehicle turnaround proposed for the northwestern corner of the parking lot.
- 1680 SF: 6 parking spaces lost under the metal awning structure at the rear of the building for student access to rear play area.
- 590 SF: area behind building next to loading dock where a deck will be installed over asphalt.

- 575 SF: bicycle parking area at the rear of the property on asphalt.
- 150 SF: pedestrian connection cut in to asphalt connecting building to Creekside Place sidewalk.

### **Play Area Plans:**

While not ideal, we plan to move in to this building without a play structure for the students but do have plans for recess activities as well as plans for future installation of a permanently installed play structure. We are in a position to purchase this building because of the tremendous support of our families and tireless fundraising over our 8 years since the school started. However, our budget is stretched very thin, with every aspect of this project being value engineered and all non-mandatory items being taken off the expense list. This includes items like built-in casework, lockers, new desks and chairs, and a permanent play structure. Of these items, the play structure is the top priority of parents and the school.

Our goal is to install a permanent play structure within 18 to 24 months of moving in to this building. This time frame allows for one year time period for fundraising and another 6 to 12 months for application, permitting, and installation. Our school has a history of fundraising an average of \$100,000.00 per year since our founding, always with the eventual goal of moving in to a permanent facility to grow our school. Our annual school auction typically raises \$50,000.00 to \$75,000.00 and we will be dedicating the proceeds our first auction after moving in to this building toward the play structure. The play structure we propose will be typical of modern permanently installed play structures, installed over the existing asphalt in the rear corner of the building's parking area, with a rubberized overlay on the asphalt for safety. Some examples of this type of play area exist in the area, including the play area of the German American School on Murray. This photo shows an example of a permanently installed play structure with a rubberized surface covering:



First year plans for the play area are to provide equipment for physical activity including tetherball stands, jump ropes, painting four-square boxes on the asphalt, balls, hula hoops, and other playground equipment we are able acquire. Our school has a history of having these types of activity being the only options available to our students at recess because of restrictions at our prior location. We are committed to making recess fun and stimulating in the period before a play structure is installed, and anticipate continuing to use the play equipment from our first year even after we have a play structure.

## **Design Review Compliance Letter Written Statement**

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Arco Iris is a registered 501(c)(3) non-profit organization. We are fortunate to be supported by a strong and closely knit network of teachers, parents, an active Parent Teacher Organization (PTO), administration, and the School Board. The PTO and Board work together on year-round fundraising events, and thanks to our generous supporters, these fundraising efforts have put us in a position to afford pursuing this purchase.

Our current hours of operation are 8:30 am to 3:30 pm, with drop off starting at 8:15. We anticipate working with the City in determining our start time at the Creekside Place location, depending on transportation feedback, and will need to maintain our 7 hour school day. We will continue to offer before and after school care to our families which is a program that opens at 7:00 am ends at 6:00 pm and has a typical attendance of around 25 students. In addition we plan to continue to offer after school enrichment through outside vendors who arrive when the school day ends and have typical enrollment of 10 - 25 students depending on the activity.

**Enrollment and Occupancy:**

Our goal is to maintain a 26 student classroom size, but because financing considerations might require increased enrollment we are proposing occupancy based on a maximum of 28 students per classroom. With two classrooms per grade for K-8 we would potentially have a maximum enrollment of 504 students. Current enrollment is 310 students, which is restricted due to our current facility space, and we are projecting a 3 to 5 year period of increasing enrollment before reaching maximum enrollment. Those students will be served by teachers (homeroom, English, and Math/Science), administrative staff, school counselor, PE teacher, and a few staff who will serve combined roles as teacher assistants and lunch/recess attendants. Projected staffing at maximum enrollment will be 31 to 33 FTE and this will be. Maximum number of employees on site at any one time will include the FTE number and one part time speech pathologist who visits the school once per week. Our allowed occupancy of this building is 1185 per chapter 10 of the building code. Our projected occupancy is 562, based on a maximum enrollment of 504 students, maximum FTE of 33, and the potential presence on site of 2 to 25 parents depending on activity, meeting, or volunteer project.

**About our proposed project:**

The building at 8205 SW Creekside Place was built in the mid-1980s, is two stories tall, and at approximately 33,000 square feet, is ideally sized to fit our needs. Our plans for converting this building into a school primarily involve interior improvements and minimal exterior changes are planned.

**Land Use:** This application seeks approval for Educational use of this property, which is a conditional use permitted in this OI-WS (Office Industrial - Washington Square) zone. No other uses are proposed.

**Exterior Site:** This property has been professionally managed and exterior elements are all well maintained and landscaping is healthy. No changes are proposed for the landscaping, exterior lighting, or exterior building architectural features. Exterior site modifications are indicated on site plan and elevations. Proposed exterior modifications are:

- Installation of a shallow deck with guardrail to bridge the gap between the existing loading dock and asphalt levels. The loading dock door will be replaced with glass doors and a sidelight and be used as a connection between the multi-use/gym space and outdoor play area.

- Bicycle parking will be installed in the rear of the property. Standard tubular permanently installed bike parking is planned. A major adjustment application has been submitted with this application to request reduction of required bicycle parking spaces from 56 to 20.
- A turnaround will be painted on to the parking lot to facilitate vehicle circulation for student drop off. This turnaround will take away use of 6 parking spaces.
- A pedestrian connection from the sidewalk on Creekside Place to the ramped sidewalk of the building's main entry will be cut in to the asphalt of the parking lot using a contrasting material, most likely concrete, and finished with striping.
- The rear parking area will be blocked off during the day for use as a play area for the students. At this time no modifications will be made to accommodate this usage as our budget will not allow for installation of a play structure for at least 18 months after move-in. Appropriate applications will be submitted once the school is in a position to make this addition. **\*Please see 'Play Area Plans' at the end of this written statement for further explanation of immediate and permanent play area plans.**
- Garbage and recycling area to remain in current location at the southern corner of the building, located at a storm drain, but with the addition of an enclosure proposed.

**Exterior Structure:** the rear ground floor elevation has some proposed modifications including:

- Replacement of storefront panels that have been painted over with new glazing.
- Addition of one new storefront door that will provide natural light to the one interior classroom that won't be served by current existing doors and windows.
- Replace two existing steel doors with storefront doors to similarly allow natural light into the classrooms to which they connect.
- Metal loading dock door will be replaced with storefront double door and sidelight.

#### **Parking Area:**

- A vehicle circulation plan for student drop off has been proposed that includes a turnaround in the northeastern corner of the parking lot. The turnaround will be painted on to the asphalt and will result in the loss of 6 parking spaces. Illustration of this circulation pattern is titled 'Student Drop Off/Pick Up Circulation Pattern' of attached documents.
- A pedestrian connection from the sidewalk on Creekside Place to the ramped sidewalk of the building's main entry will be cut in to the asphalt of the parking lot using a contrasting material, most likely concrete, and finished with striping. Placement is noted in site plan, titled 'Site Plan', of attached documents.
- A loading berth will be striped in behind the building, sized 12' by 30', and is indicated on the Site Plan.
- Bicycle parking will be installed at the rear of the parking area near the southern corner of the building. Placement is noted in site plan, titled 'Site Plan', of

attached documents. A major adjustment application has been submitted with this application to request reduction of required bicycle parking spaces from 56 to 20.

### **Interior Scope of Project:**

The interior of the building has already been mostly demoed by the current owner and our improvements will include a few additional minor demos, major seismic retrofitting work, building classrooms, a multi-use gym space, administration offices, and a non-commercial cafeteria area. Because of budget and construction efficiency concerns we have worked with our architect and structural engineer to develop interior plans that are extensively value engineered. This value engineering includes keeping bathroom stalls where they are, requires the relocation of only one column, using the existing elevator in its current location, and keeps the main entrance, foyer stairway, and all exit doors in place.

Interior construction plans include 19 classrooms of approximately 750 square feet each; a lunchroom that will utilize the existing non-commercial kitchen where an outside vendor serves a hot lunch option to students who do not bring their own lunch; a multi-use gym space at the back of the building where outdoor play space can be accessed directly through existing doors; a PTO work room; a library; multiple office and storage spaces; and a large administration area at the front of the building that allows for easy visibility of the pedestrian activity of students and families. The current loading dock metal roll-up door will be replaced with double glass doors to fit the same opening. Entry doors will auto-lock, and will be controlled in the administration area via security camera. Architectural plans are included in attached application documents and are titled 'Floor Plans 1st Floor' and 'Floor Plans 2nd Floor'.

Seismic retrofitting that will bring the building up to current code requirements for an Educational occupancy include replacing current roof to wall tie-downs as well as adding more tie-downs, and the installation of two micropile support areas in the ground floor to tie in to the back of the second story. Structural engineering plans for seismic retrofitting are titled 'Structural Engineering Drawings' included in attached documents. Structural Engineer Drawings are not final construction documents.

### **Parking Area Proposed Changes:**

As indicated on page 2 of the Design Review application, a modification to the parking area is proposed that will reduce parking area by 5660 square feet. This total is comprised of several modifications:

- 2665 SF: 6 parking spaces and some surrounding asphalt area lost to the vehicle turnaround proposed for the northwestern corner of the parking lot.
- 1680 SF: 6 parking spaces lost under the metal awning structure at the rear of the building for student access to rear play area.
- 590 SF: area behind building next to loading dock where a deck will be installed over asphalt.
- 575 SF: bicycle parking area at the rear of the property on asphalt.

- 150 SF: pedestrian connection cut in to asphalt connecting building to Creekside Place sidewalk.
1. **The proposal satisfies the threshold requirements for a Design Compliance Review Letter.** The thresholds that apply to this proposal are:
    - a. 40.20.15.1.c: The existing loading dock door at the rear of the building will be replaced with glass double doors and sidelight. The opening size will not change.
    - b. 40.20.15.1.g: Existing parking spaces will be reduced. The vehicle turnaround for the circulation plan will eliminate 6 spaces. The 6 spaces under the metal awning at the rear of the building will be eliminated to allow for safe and efficient pedestrian movement when the students exit the building for recess near that awning. Remaining 94 spaces satisfies parking requirement.
    - c. 40.20.15.1.h: No fences are planned for the perimeter of the building, but a fence garbage enclosure will be installed.
  2. **All City application fees related to the application under consideration by the decision making authority have been submitted.** The fee of \$168.00 has been paid.
  3. **The proposal contains all applicable application submittal requirements as specified in Section 50.25.1 of the Development Code.** Requirements of 50.25.1 have been met and supporting documents are included with this application.
  4. **The proposal meets all applicable Site Development Requirements of Sections 20.05.15, 20.10.15, 20.15.15, and 20.20.15 of this Code unless the applicable provisions are subject to an Adjustment, Planned Unit Development, or Variance application which shall be already approved or considered concurrently with the subject proposal.**
    - a. Section 20.05.15 is NA, not these zones
    - b. Section 20.10.15 is NA, not these zones
    - c. Section 20.15.15 is NA, not these zones
    - d. Section 20.20.15 - this section applies, requirements addressed in document titled 'Chapter 20 Answers'.
  5. **The proposal, which is not an addition to an existing building, is consistent with all applicable provisions of Sections 60.05.15 through 60.05.30 (Design Standards).** Provisions of sections 60.05.15 through 60.05.30 are addressed in the document titled 'Chapter 60 Answers'. All provisions met except the following existing nonconforming items, which are specifically addressed in the answers document:
    - a. 60.05.15.2.C regarding roof form
    - b. 60.05.15.8.A.3 regarding glazing percentages which are not met as existing on two elevations.
    - c. 60.05.20.1.A is existing nonconforming but will be brought to conformity.
    - d. 60.05.20.2.A and .C are the same requirement and are existing nonconforming but will be brought to conformity.
    - e. 60.05.20.3.A is existing nonconforming but will be brought to conformity.
    - f. 60.05.20.3.C regarding additional pedestrian connection.
    - g. 60.05.20.3.D is existing nonconforming but will be brought to conformity.
    - h. 60.05.20.3.E is existing nonconforming but will be brought to conformity.
    - i. 60.05.20.3.F regarding sidewalk width of one section of sidewalk.

- j. 60.05.20.5.A.2 regarding parking lot islands.
  - k. 60.05.20.6.A regarding existing parking location.
  - l. 60.05.20.7.A and .B regarding sidewalk width, are existing partially compliant.
6. **If applicable, the proposed addition to an existing building, and only that portion of the building containing the proposed addition, complies with the applicable provisions of Sections 60.05.15 through 60.05.30 (Design Standards) as they apply to the following:** a. Building articulation and variety (Section 60.05.15.1). b. Roof forms (Section 60.05.15.2). c. Primary building entrances (Section 60.05.15.3). c. Building materials (Section 60.05.15.4). d. Foundation landscaping requirements (Section 60.05.25.3.D). e. Screening roof-mounted equipment requirements (Section 60.05.15.5). f. Screening loading areas, solid waste facilities and similar improvements (Section 60.05.20.2). g. Lighting requirements (Section 60.05.30). h. Pedestrian circulation NA, no additions to the existing building are planned.
7. **The proposal complies with all applicable provisions in Chapter 60 (Special Regulations).** The proposal either complies with Chapter 60 provisions, or plans exist to bring nonconforming items up to conformity, or explanation is included for existing nonconforming items that are proposed to be left as is. These answers and explanations are in the document titled 'Chapter 60 Answers'.
8. **Except for conditions requiring compliance with approved plans, the proposal does not modify any conditions of approval of a previously approved Type 2 or Type 3 application.** Requirement observed.
9. **Applications and documents related to the request, which will require further City approval, shall be submitted to the City in the proper sequence.** We are working with the city to comply with all application requirements and are participating in a digital application process.

## **Loading Determination Application Written Statement**

### **Introduction:**

This application is being submitted by Arco Iris Charter School, a public charter school in the Beaverton School District, pursuing the purchase of the building located at 8205 SW Creekside Place. This building is zoned OI-WS and we are applying for a change of occupancy to educational usage, which is designated as a Conditional use in this zone.

The school has utilized a parent volunteer team to serve in the site search role in pursuit of a permanent facility. When appropriate we have brought in industry professionals to research and pursue this property, including:

- Architect: Laurie Simpson, Connect Architecture 503-367-8057
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Three contractors were brought in to provide preliminary bid packages and contractor selection is expected to be finalized by May 18th.

The conditional use application narrative and answers have been written by Becky Schiefelbein, parent volunteer member of the school site search team. Becky can be reached at 503-481-9727 or [becky.schiefelbein@arcoirisschool.org](mailto:becky.schiefelbein@arcoirisschool.org)

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with glass doors and a sidelight and be used as a connection between the multi-use/gym space and outdoor play area.

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- Addition of one new storefront door that will provide natural light to the one interior classroom that won't be served by current existing doors and windows.
- Replace two existing steel doors with storefront doors to similarly allow natural light into the classrooms to which they connect.
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**Parking Area:**

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**Interior Scope of Project:**

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Interior construction plans include 19 classrooms of approximately 750 square feet each; a lunchroom that will utilize the existing non-commercial kitchen where an outside vendor serves a hot lunch option to students who do not bring their own lunch; a multi-use gym space at the back of the building where outdoor play space can be accessed directly through existing doors; a PTO work room; a library; multiple office and storage spaces; and a large administration area at the front of the building that allows for easy visibility of the pedestrian activity of students and families. The current loading dock metal roll-up door will be replaced with double glass doors to fit the same opening. Entry doors will auto-lock, and will be controlled in the administration area via security camera. Architectural plans are included in attached application documents and are titled 'Floor Plans 1st Floor' and 'Floor Plans 2nd Floor'.

Seismic retrofitting that will bring the building up to current code requirements for an Educational occupancy include replacing current roof to wall tie-downs as well as adding more tie-downs, and the installation of two micropile support areas in the ground floor to tie in to the back of the second story. Structural engineering plans for seismic retrofitting are titled 'Structural Engineering Drawings' included in attached documents. Structural Engineer Drawings are not final construction documents.

**City Development Code:**

Answers to the pre-application notes and Chapters 20 and 60, and Chapter 40 of the City Development Code are included with application documents.

**Checklist Items from Page 4 of Application:**

**1. The proposal satisfies the threshold requirements for a Loading Determination application.** Per pre-application notes, threshold 40.50.15.1.A.2 applies directly to this application, however the reduction to one loading berth complies with the requirement for schools, though one berth may not comply with current building usage.

**2. All City application fees related to the application under consideration by the decision making authority have been submitted.** Application fee of \$439 has been paid.

**3. The determination will not create adverse impacts, taking into account the total gross floor area and the hours of operation of the use.** The operation of this school does not involve large delivery vehicle traffic, at any hour, and any presence of such a vehicle would be unusual. In the event of a truck or other large delivery vehicle being on site the loading berth is located in an area that does not impede the play area located nearby.

**4. There are safe and efficient vehicular and pedestrian circulation patterns within the boundaries of the site and in connecting with the surrounding circulation system.** Vehicle and pedestrian circulation patterns, including student drop off/pick up procedure are described and mapped in 'Responses to Pre-application Notes' document as well as our responses to: 60.05.10.3, 60.05.20.1, all of section 60.05.40, 60.55.25.2, 60.55.25.10, and TIS report.

**5. The proposal will be able to reasonably accommodate the off street loading needs of the structure.** The use of one loading berth, which meets the requirements for our usage, is adequate, as our loading needs will be minimal and uncommon.

**6. The proposal is consistent with all applicable provisions of Chapter 60 (Special Requirements) and that all improvements, dedications, or both required by the applicable provisions of Chapter 60 (Special Requirements) are provided or can be provided in rough proportion to the identified impact(s) of the proposal.** This proposal does not impact our answers to Chapter 60 as it applies to this property. All applicable provisions of Chapter 60 are answered in document titled 'Chapter 60 Answers' included with application documents.

**7. Adequate means are provided or can be provided to ensure continued periodic maintenance and necessary normal replacement of the following private common facilities and areas: drainage ditches, roads and other improved rights-of-way, structures, recreation facilities, landscaping, fill and excavation areas, screening and fencing, ground cover, garbage and recycling storage areas and other facilities, not subject to periodic maintenance by the City or other public agency.** As also answered in 40.03.1.E: Plans are in place to meet this requirement. Systems that require regular maintenance, such as HVAC, elevator, sprinklers, landscaping, etc. will continue to be monitored by the providers who currently service this building. Repairs will be addressed and paid for out of a repair and maintenance budget. In addition, the purchase of this building is being financed through non-profit bond funding, which requires regular and ongoing facility inspections by the bond holder's facilitator.

**8. The proposal contains all applicable application submittal requirements as specified in Section 50.25.1 of the Development Code.** All required answers, documents, surveys, and supporting documentation are included with application documents.

**9. Applications and documents related to the request, which will require further City approval, shall be submitted to the City in the proper sequence.** We are

working with the City to comply with all application requirements and are participating in a digital application process.

**Parking Area Proposed Changes:**

As indicated on page 2 of the Design Review application, a modification to the parking area is proposed that will reduce parking area by 5660 square feet. This total is comprised of several modifications:

- 2665 SF: 6 parking spaces and some surrounding asphalt area lost to the vehicle turnaround proposed for the northwestern corner of the parking lot.
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- 150 SF: pedestrian connection cut in to asphalt connecting building to Creekside Place sidewalk.

## **Major Adjustment Application Written Statement**

### **Introduction:**

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- A pedestrian connection from the sidewalk on Creekside Place to the ramped sidewalk of the building's main entry will be cut in to the asphalt of the parking lot using a contrasting material, most likely concrete, and finished with striping.
- The rear parking area will be blocked off during the day for use as a play area for the students. At this time no modifications will be made to accommodate this usage as our budget will not allow for installation of a play structure for at least 18 months after move-in. Appropriate applications will be submitted once the school is in a position to make this addition.
- Garbage and recycling area to remain in current location at the southern corner of the building, located at a storm drain, but with the addition of an enclosure proposed.

**Exterior Structure:** the rear ground floor elevation has some proposed modifications including:

- Replacement of storefront panels that have been painted over with new glazing.
- Addition of one new storefront door that will provide natural light to the one interior classroom that won't be served by current existing doors and windows.
- Replace two existing steel doors with storefront doors to similarly allow natural light into the classrooms to which they connect.
- Metal loading dock door will be replaced with storefront double door and sidelight.

**Parking Area:**

- A vehicle circulation plan for student drop off has been proposed that includes a turnaround in the northeastern corner of the parking lot. The turnaround will be painted on to the asphalt and will result in the loss of 6 parking spaces. Illustration of this circulation pattern is 'Student Drop Off/Pick Up Circulation Pattern' of attached documents.
- A pedestrian connection from the sidewalk on Creekside Place to the ramped sidewalk of the building's main entry will be cut in to the asphalt of the parking lot using a contrasting material, most likely concrete, and finished with striping. Placement is noted in site plan, titled 'Site Plan', of attached documents.
- A loading berth will be striped in behind the building, sized 12' by 30', and is indicated on the Site Plan.

- Bicycle parking will be installed at the rear of the parking area near the southern corner of the building. Placement is noted in site plan, titled 'Site Plan', of attached documents. A major adjustment application has been submitted with this application to request reduction of required bicycle parking spaces from 56 to 20.

### **Interior Scope of Project:**

The interior of the building has already been mostly demoed by the current owner and our improvements will include a few additional minor demos, major seismic retrofitting work, building classrooms, a multi-use gym space, administration offices, and a non-commercial cafeteria area. Because of budget and construction efficiency concerns we have worked with our architect and structural engineer to develop interior plans that are extensively value engineered. This value engineering includes keeping bathroom stalls where they are, requires the relocation of only one column, using the existing elevator in its current location, and keeps the main entrance, foyer stairway, and all exit doors in place.

Interior construction plans include 19 classrooms of approximately 750 square feet each; a lunchroom that will utilize the existing non-commercial kitchen where an outside vendor serves a hot lunch option to students who do not bring their own lunch; a multi-use gym space at the back of the building where outdoor play space can be accessed directly through existing doors; a PTO work room; a library; multiple office and storage spaces; and a large administration area at the front of the building that allows for easy visibility of the pedestrian activity of students and families. The current loading dock metal roll-up door will be replaced with double glass doors to fit the same opening. Entry doors will auto-lock, and will be controlled in the administration area via security camera. Architectural plans are included in attached application documents and are titled 'Floor Plans 1st Floor' and 'Floor Plans 2nd Floor'.

Seismic retrofitting that will bring the building up to current code requirements for an Educational occupancy include replacing current roof to wall tie-downs as well as adding more tie-downs, and the installation of two micropile support areas in the ground floor to tie in to the back of the second story. Structural engineering plans for seismic retrofitting are titled 'Structural Engineering Drawings' included in attached documents. Structural engineering drawings are not final construction documents.

### **City Development Code:**

Answers to the pre-application notes and Chapters 20 and 60, and Chapter 40 of the City Development Code are included with application documents.

### **Checklist Items from Page 7-8 of Application:**

#### **1. The proposal satisfies the threshold requirements for a Major Adjustment application.**

The threshold that applies to this application is 40.10.15.2.A.3 as this application requests a

change in the numerical requirements of 60.30. We are requesting a reduction in bicycle parking requirements from 56 to 20.

**2. The application complies with all applicable submittal requirements as specified in Section 50.25.1 and includes all applicable City application fees.** Submittal requirements are observed in this application and application fee of \$3141 will be paid upon submittal.

**3. Special conditions or circumstances exist on the site that make it difficult or impossible to meet the applicable development standard for an otherwise acceptable proposal.** The space where bicycle parking will be installed is at the rear of the back parking lot which has easy access from Creekside Place and where existing bollard and pole-mounted lights will provide lighting. Installing 56 bike spaces will use an excessive amount of space that can otherwise be used as a part of the play area. In addition, the 36 spaces we are requesting be subtracted from our requirement will be a large expense for a budget that is stretched as tightly as ours, for something that we know will not be utilized by our families.

**4. The special conditions or circumstances do not result from the actions of the applicant and such conditions and circumstances do not merely constitute financial hardship or inconvenience.** The special circumstance of our school not utilizing as many bike parking spaces as traditional neighborhood schools is a natural result of the nature of a charter school, which draws students from the entirety of the Beaverton School District. The financial hardship of installing the 36 bike parking spaces that we consider unnecessary is secondary to our desire to preserve as much play space as possible at the rear of the parking lot.

**5. Granting the adjustment as part of the overall proposal will not obstruct pedestrian or vehicular movement.** Granting this adjustment will in fact improve pedestrian and vehicle movement by not having as many bike parking stands installed.

**6. City designated significant trees and/or historic resources, if present, will be preserved.** The bike parking will be installed at the back of the rear parking area on to the existing asphalt and will not impact any trees or historic resources.

**7. If more than one adjustment is being requested concurrently, the cumulative effect of the adjustments will result in a proposal which is still consistent with the overall purpose of the applicable zoning district.** Only one adjustment is being requested.

**8. Any adjustment granted shall be the minimum necessary to permit a reasonable use of land, buildings, and structures.** We propose that our requested number of 20 bike parking spaces will exceed the minimum spaces necessary to meet the bike parking needs of the school. In our current location at Beaverton Christian Church we installed bike parking spaces to meet requirements at that time. Throughout our 5 years in this location we have seen no use of bike parking for the first 3 years, had one family using a single bike parking space last year, and have not families using bike parking this current year. We hope that a permanent location will attract an increasing number of students from the immediately surrounding neighborhoods, which will hopefully increase bike commuting to school. However, geography is not a consideration in enrollment, which is performed by lottery, and we anticipate a need of more than 10 bike parking spaces to be unlikely, with 20 spaces being more than adequate to serve future needs.

**9. Either it can be demonstrated that the proposed modification equally or better meets the intent of the standard to be modified or the proposal incorporates building, structure,**

**or site design features or some combination thereof that compensate for the requested adjustment.** As mentioned in earlier responses, a fewer number of bike parking spaces will result in more play space being preserved which means that this proposal will better meet the operation of the school on this property.

**10. The proposal is consistent with all applicable provisions of Chapter 20 (Land Uses) unless applicable provisions are modified by means of one or more applications that already have been approved or are considered concurrently with the subject proposal.**

This proposal does not impact our answers to Chapter 20 as it applies to this property.

**11. The proposal is consistent with all applicable provisions of Chapter 60 (Special Requirements) are provided or can be provided in rough proportion to the identified impact(s) of the proposal.** This proposal does not impact our answers to Chapter 60 as it applies to this property. All applicable provisions of Chapter 60 are answered in document titled 'Chapter 60 Answers' included with application documents.

**12. Adequate means are provided or can be provided to ensure continued periodic maintenance and necessary normal replacement of the following private common facilities and areas: drainage ditches, roads and other improved rights-of-way, structures, recreation facilities, landscaping, fill and excavation areas, screening and fencing, ground cover, garbage and recycling storage areas and other facilities, not subject to periodic maintenance by the City or other public agency.** As also answered in 40.03.1.E: Plans are in place to meet this requirement. Systems that require regular maintenance, such as HVAC, elevator, sprinklers, landscaping, etc. will continue to be monitored by the providers who currently service this building. Repairs will be addressed and paid for out of a repair and maintenance budget. In addition, the purchase of this building is being financed through non-profit bond funding, which requires regular and ongoing facility inspections by the bond holder's facilitator.

**13. The proposal does not include any lot area averaging as specified in Section 20.05.50.1.B or include any lot dimension reductions as specified in Sections 20.05.50.2.A.2 or .4 or 20.05.50.2.B.2 and .4.** This proposal does not affect the lot.

**14. Applications and documents related to the request, which will require further City approval, shall be submitted to the City in the proper sequence.** All related required documents are included with this application.